



THE CITY OF FROSTBURG

Mayor and Council Meeting Agenda

Tuesday, December 16, 2025 at 5:30 PM

Frostburg Municipal Center Meeting Room 100
37 S. Broadway, Frostburg, MD 21532

Mayor Todd J. Logsdon

Donald L. Carter, Jr., Commissioner of Finance

Nina Forsythe, Commissioner of Water, Parks and Recreation

Kevin G. Grove, Commissioner of Public Safety

Adam Ritchey, Commissioner of Public Works

1. Call to Order

2. Pledge of Allegiance

3. Frostburg Blessing

4. Roll Call

5. Approval of the Agenda

6. Approval of the Minutes

A. Minutes from the November Council Meeting.

Motion and Second to Approve the Minutes for the November Council Meeting.

B. Minutes from the December 9, 2025 Closed Work Session Meeting.

Motion and Second to Approve the Minutes for the December 9, 2025 Closed Work Session Meeting.

7. Special Presentations and Requests

A. The Spirit of Frostburg Award: Mr. Benito Reyes.

8. Mayor and Commissioners Reports and Announcements

A. Monthly Reports of the City Departments.

Motion and Second to Approve Monthly Reports of the City Departments; Vote of the Mayor and City Council.

B. Garbage and Special Collections for 2026

9. Public Hearings

A. Combined Sewer Overflow Monthly Public Hearing

10. Old Business

11. New Business

A. **Ordinance 2026-01** An Ordinance to Amend the City's Zoning Ordinance by Adding the Artisan/Small-Scale Manufacturing Land Use as a Permitted Use in All Residential Districts, and Changing the Classification of that Use from a Special Exception Use to Permitted Use in all Commercial Districts.

B. Resolution 2025-59 Approving the Reappointment of Julia Williams to the Board of Zoning Appeals. Jon Miller, Director of Community Development.
Motion and Second to Approve Resolution 2025-59; PUBLIC COMMENT; Vote of the Mayor and City Council.

C. Resolution 2025-60 Approving the Application of Evergreen Associates for a Commercial Tax Credit. Jon Miller, Director of Community Development.
Motion and Second to Approve Resolution 2025-60; PUBLIC COMMENT; Vote of the Mayor and City Council.

D. Resolution 2025-61 Authorizing a Letter of Intent for the Development of the Center Street Project to be signed. Patrick O'Brien, City Administrator.
Motion and Second to Approve Resolution 2025-61; PUBLIC COMMENT; Vote of the Mayor and City Council.

E. Resolution 2025-62 Authorizing the City of Frostburg to Apply for, Accept, and Execute Grant and Loan Agreements for the CSO Project: Phase XB. Hayden Lindsey, Director of Public Works.
Motion and Second to Approve Resolution 2025-62; PUBLIC COMMENT; Vote of the Mayor and City Council.

F. Resolution 2025-63 Authorizing the City of Frostburg to Apply for, Accept, and Execute Grant and Loan Agreements for the CSO Project: Phase XC. Hayden Lindsey, Director of Public Works.
Motion and Second to Approve Resolution 2025-63; PUBLIC COMMENT; Vote of the Mayor and City Council.

G. Resolution 2025-64 Authorizing the Early Termination of a Land Lease Agreement with Borden Mining Company. Patrick O'Brien, City Administrator.
Motion and Second to Approve Resolution 2025-64; PUBLIC COMMENT; Vote of the Mayor and City Council.

H. Resolution 2025-65 Confirming the Appointment of the City Administrator Upon Successful Completion of the Probationary Period. Patrick O'Brien, City Administrator.
Motion and Second to Approve Resolution 2025-65; PUBLIC COMMENT; Vote of the Mayor and City Council.

12. Open Public Comment

13. Adjournment



THE CITY OF FROSTBURG

Mayor and Council Meeting Minutes

Tuesday, November 18, 2025 at 5:30 PM

Frostburg Municipal Center Meeting Room 100
37 S. Broadway, Frostburg, MD 21532

Mayor Todd J. Logsdon

Donald L. Carter, Jr., Commissioner of Finance

Nina Forsythe, Commissioner of Water, Parks and Recreation

Kevin G. Grove, Commissioner of Public Safety

Adam Ritchey, Commissioner of Public Works

1. Call to Order

2. Pledge of Allegiance

3. Frostburg Blessing

4. Roll Call

PRESENT

Mayor Todd Logsdon

Commissioner of Finance Donald Carter (Scheduled Late Arrival)

Commissioner of Public Safety Kevin Grove

Commissioner of Water, Parks and Recreation Nina Forsythe

Commissioner of Public Works Adam Ritchey

5. Approval of the Agenda

Motion made by Commissioner of Water, Parks and Recreation Forsythe, Seconded by Commissioner of Public Safety Grove.

Voting Yea: Mayor Logsdon, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

6. Approval of the Minutes

A. Minutes from the October 2025 Council Meeting.

Motion and Second to Approve the Minutes for the October 2025 Council Meeting.

Motion made by Commissioner of Water, Parks and Recreation Forsythe, Seconded by Commissioner of Public Works Ritchey.

Voting Yea: Mayor Logsdon, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

Voting Abstaining: Commissioner of Finance Carter

7. Special Presentations and Requests

A. Miss Maryland Volunteer, Rebecca West

B. Miss Maryland Teen Volunteer, Tess Bond

8. Mayor and Commissioners Reports and Announcements

A. Monthly Reports of the City Departments.

Motion and Second to Approve Monthly Reports of the City Departments; Vote of the ~~Mayor~~ and City Council.

Motion made by Commissioner of Public Works Ritchey, Seconded by Commissioner of Public Safety Grove.

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

9. Public Hearings

- A. Combined Sewer Overflow Monthly Public Hearing

10. Old Business

11. New Business

- A. **Resolution 2025-53** Appointing Members to the Frostburg Board of Elections. Patrick O'Brien, City Administrator

Motion and Second to Approve Resolution 2025-53; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Finance Carter, Seconded by Commissioner of Public Works Ritchey.

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

- B. **Resolution 2025-54** Approving the Creation of the Frostburg 250 Committee. Patrick O'Brien, City Administrator.

Motion and Second to Approve Resolution 2025-54; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Public Works Ritchey, Seconded by Commissioner of Finance Carter.

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

- C. **Resolution 2025-55** Approving Changes in Rental Facilities Scheduling Blocks and Rates. Patrick O'Brien, City Administrator.

Motion and Second to Approve Resolution 2025-55; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Water, Parks and Recreation Forsythe, Seconded by Commissioner of Public Safety Grove.

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

- D. **Resolution 2025-56** Approving the Renewal of a Contract with Percy Public Affairs, LLC. Patrick O'Brien, City Administrator.

Motion and Second to Approve Resolution 2025-56; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Finance Carter, Seconded by Commissioner of Water, Parks and Recreation Forsythe.

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety

Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

E. Resolution 2025-57 Approving a Change in the Hourly Rate for Services by the Law Office of Michael Scott Cohen, LLC. Patrick O'Brien, City Administrator.

Motion and Second to Approve Resolution 2025-57; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Public Works Ritchey, Seconded by Commissioner of Water, Parks and Recreation Forsythe.

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

F. Resolution 2025-58 Reappointing a Board Member to the Planning Commission. Jamie Klink, Acting Director for Community Engagement.

Motion and Second to Approve Resolution 2025-58; PUBLIC COMMENT; Vote of the Mayor and City Council.

Motion made by Commissioner of Public Works Ritchey, Seconded by Commissioner of Finance Carter.

Voting Yea: Mayor Logsdon, Commissioner of Finance Carter, Commissioner of Public Safety Grove, Commissioner of Water, Parks and Recreation Forsythe, Commissioner of Public Works Ritchey

12. Discussion Items

A. Employee Bonuses

13. Open Public Comment

Dan Duggin - Swanton, MD. Current candidate for the House of Delegates. Garrett County resident for 40 years. Is known well in Garrett because of involvement but not as well in Allegany County so he is introducing himself to Allegany County residents. Wants to learn more about the different towns in Allegany County district 1-A and understand what individual think and need.

14. Adjournment

Mayor Logsdon Adjourned the meeting at 6:13 PM.

Todd J. Logsdon, Mayor

Patrick O'Brien, City Administrator

CLOSED-SESSION SUMMARY
TO BE INCLUDED IN THE MINUTES IN THE NEXT OPEN MEETING
(General Provisions Article § 3-306(c))

SUMMARY OF CLOSED SESSION HELD ON December 9, 2025

1. Statement of the time, place, and purpose of the closed session:

Time of closed session: 5:40 PM

Place (location) of closed session: Frostburg City Hall, 37 S Broadway Street

Purpose of the closed session: to discuss personnel issues with the Mayor and Council.

2. Record of the vote of each member as to closing the session:

Names of members voting aye: Ritchey, Carter, Forsythe, Grove, Logsdon

Members opposed: 0 Abstaining: 0

3. Statutory authority to close session:

This meeting was closed under the following provisions of General Provisions Art. § 3-305(b):

→ **Topic #1: § 3-305(b) (1)** → **Topic #2: § 3-305(b) (1)** → **Topic #3: § 3-305(b) (1)**

4. Listing of each topic actually discussed, persons present, and each action taken in the session:

Topic description	Persons present for discussion	Action Taken/Each Recorded Vote
#1: Personnel Issues	Mayor Todd Logsdon Commissioner Adam Ritchy Commissioner Kevin Grove Commissioner Nina Forsythe Commissioner Donnie Carter City Adm, Patrick O'Brien Dir. Finance, Amy Phillips, CPA Dir. Public Works, Hayden Lindsey Asst. Dir. Public Works, Emily Weber	Discussed staff performance and potential promotions and resulting gaps in the Water Department when a senior position retires at the end of January.
#2:	Mayor Todd Logsdon Commissioner Adam Ritchy Commissioner Kevin Grove Commissioner Nina Forsythe Commissioner Donnie Carter City Adm, Patrick O'Brien	Discussed staff performance and potential promotion to new position with increased responsibility for a staff member.
#3:	Mayor Todd Logsdon Commissioner Adam Ritchy Commissioner Kevin Grove Commissioner Nina Forsythe Commissioner Donnie Carter City Adm, Patrick O'Brien	Discussed 6-month probationary periods for the Director of Finance and the City Administrator including conducting the Administrators evaluation with Mayor and Council.

Time of adjournment of closed session: 6:51 PM

Todd J. Logsdon, Mayor

Patrick O'Brien, City Administrator

City of Frostburg
Monthly Reports



For the month of November 2025
Reports from the Departments of:

Community Development
Finance
Parks and Recreation
Street
Water
Police

CITY OF FROSTBURG

Monthly Report: Community Development Department

For the Month of: November 2025

Submitted by: Jon Miller, Director of Community Development; Jamie Klink, Planner; Erica Beeman, Rental Housing Program Coordinator; Jay Hovatter, Code Enforcement Officer/Rental Housing Inspector

Permits

Please see attached permit report.

Rental Housing

- Rental Housing Coordinator assisted property owners with general zoning inquires.
- Spoke with several tenants due to tenant/landlord issues and referred tenants to Tenant/Landlord helpline with successful help for issues for tenants. Also handled issues through emails to tenants and landlords with great success.
- Mailing address and email address updates were made for property owners who needed them.
- Updating iWorQ and Rental Housing Spreadsheet to reflect inspections completed and moved to next triennial inspection cycle.
- Provided Rental Housing welcoming materials to new property owners and rental properties brought into the program.
- Owner and Agent list was provided to citizens who requested assistance with housing in Frostburg.
- Combined effort for compliance was made with Code Enforcement with non-compliant properties.
- Updated emails, property agents, and phone numbers in iWorQ system.
- Updated iWorQ Portal Access for many owners that had been inaccessible.
- Finishing up with third-party inspector for last round of triennial inspections.
- Sent out next round of triennial inspections for properties.
- Updated filing system with new inspections from in-house inspections.
- Finished backlog of Owner Agent Certification form entry into iWorQ and filed away in cabinet.

Code Enforcement

- Detailed code enforcement action reports are attached. Please note that the Phone Call/Emails in the Activity Report reflect calls and emails from complainants, property owners, and/or tenants related to code enforcement matters.

Boards and Commissions

- *Historic District Commission* – The Historic District Commission did not meet in November due to a lack of applications received.
- *Planning Commission* – The Frostburg Planning Commission met on November 12 to review the request for a favorable recommendation to the Board of Zoning Appeals for a Special Exception Use for an Artisan/Small-Scale Manufacturing Use at 166 Bowery Street. The proposal involved a mushroom growing facility in the vacant basement of the existing apartment building, which met the criteria to be considered an Artisan/Small-Scale Manufacturing Use. After discussion, the Planning Commission voted unanimously to approve a favorable recommendation to the Board of Zoning Appeals, provided that the applicant adequately addressed parking requirements during the appeals process. Additionally, a proposed text amendment to the Frostburg Zoning Ordinance was considered, which would allow Artisan/Small-Scale Manufacturing land uses as a Permitted Use in all commercial districts, and as a Special Exception Use in all residential districts. After discussion, the Planning Commission voted unanimously to recommend the approval of the proposed text amendment to the Mayor & Council. Staff also gave a brief update on the status of Comprehensive Plan, specifically related to the most recent Steering Committee meeting and the review of the Housing Element of the Plan.
- *Board of Zoning Appeals* – The Board of Zoning Appeals did not meet in November due to a lack of applications received.
- *Green Team* – The Green Team did not meet in November; due to the regularly scheduled meeting for November falling on November 26 (the day before Thanksgiving) and the regular December meeting falling on December 31 (New Year's Eve), a combined November/December meeting was instead scheduled for December 3.

Director's Report:

Meetings, Webinars, Conferences, and Trainings Attended:

- November 5 – Comprehensive Plan Steering Committee – Consultant Check-In
- November 7 – Comprehensive Plan Steering Committee Meeting
- November 12 – Work Session
- November 12 – Planning Commission Meeting
- November 13 – Frostburg First Board of Directors Meeting
- November 18 – New Director Introduction Meeting w/ FrostburgFirst
- November 18 – City Council
- November 25 – Ribbon Cutting Ceremonies w/ FrostburgFirst

Director's Current Project Updates:

- *Comprehensive Plan Re-Write* – The Comp Plan Steering Committee held their regular monthly meeting on December 5. The consultant had provided us with the Housing Element of the Plan back in November, and this month they presented the Community Facilities, and Economic Development and Tourism chapters of the Plan. The next scheduled meeting of the Steering Committee is on January 9.
- *New Community Development Staff Transition* – Jon Miller and Erica Beeman continue to transition into their new roles in the Community Development Department. City staff is continuing to work with both Jon and Erica to bring them up to speed on City policies, departmental procedures, and current projects and events.
- *Stabilization Grant Program* – Allegany County approved funds to be distributed to the following – Diamond building, Lucky building Hocking House.
- *Grant Closeout* – Parks and Rec purchased structure materials for Edible Arboretum to expend final funds in the account. All money from grant has been spent, working on closing out grant by 12/17/2025.



Permit Report

Section 8, Item A.

11/01/2025 - 11/30/2025

Permit Type	Permit Sub Type	Parcel Address	Description	Main Status
Use & Occupancy		166 BOWERY ST	Commercial Use and Occupancy	Pending
Building	Renovation/Conversion	166 BOWERY ST	Basement Renovation to Accommodate an Indoor Mushroom Growing Facility	Pending
Building	Accessory Structure	38 W COLLEGE AVE	23'x15.5' Adding roof over existing patio	Pending
Burning		60 SPRING ST	Burning Brush	Closed
Building	Retaining Wall	120 MOUNT PLEASANT ST	Construction of a Retaining Wall and Grading an Area for Parking	Pending

Total Records: 5

12/11/2025



Location Inspection Detail Report

11/01/2025 - 11/30/2025

Address	# Units	Date	Inspection Type	Description	Completed Date	Inspection Status
80 W. Mechanic Street	0	11/28/2025	Rental Unit Inspection	Re Inspection	11/28/2025	Pass
32 Beall Street	2	11/25/2025	Rental Unit Inspection	32B Re Inspection	11/25/2025	Pass
32 Beall Street	2	11/25/2025	Rental Unit Inspection	32A Re Inspection	11/25/2025	Pass
136 Spring Street	4	11/21/2025	Rental Unit Inspection	Unit 2 Vacant	11/21/2025	*Pending
136 Spring Street	4	11/21/2025	Rental Unit Inspection	Vacant Unit 4	11/21/2025	*Pending
1 E. Main Street	5	11/21/2025	Rental Unit Inspection	Unit 2	11/21/2025	Fail
32 Beall Street	2	11/21/2025	Rental Unit Inspection	32A	11/21/2025	Fail
49 S. Broadway	3	11/19/2025	Rental Unit Inspection	Re inspection Unit 1	11/18/2025	Pass
49 S. Broadway	3	11/19/2025	Rental Unit Inspection	Re inspection Unit 2	11/18/2025	Pass
49 S. Broadway	3	11/19/2025	Rental Unit Inspection	Re inspection Unit 3	11/18/2025	*Pending
74 Ormand Street	3	11/19/2025	Rental Unit Inspection	Re inspection Unit 3	11/18/2025	*Pending
74 Ormand Street	3	11/18/2025	Rental Unit Inspection	Re inspection Unit 2	11/18/2025	*Pending
268 E. Main Street	2	11/17/2025	Rental Unit Inspection	268	11/17/2025	*Pending
92 Mt. Pleasant Street	4	11/17/2025	Rental Unit Inspection	Unit 2	11/17/2025	Fail
1 E. Main Street	5	11/17/2025	Rental Unit Inspection	Unit 1	11/21/2025	Fail
122 S. Grant Street	9	11/13/2025	Rental Unit Inspection	Unit 1A	11/4/2025	*Pending

Address	# Units	Date	Inspection Type	Description	Completed Date	Inspected Status	Section 8, Item A.
122 S. Grant Street	9	11/13/2025	Rental Unit Inspection	Unit 2A	11/4/2025	*Pending	
122 S. Grant Street	9	11/13/2025	Rental Unit Inspection	Unit 2B	11/4/2025	*Pending	
122 S. Grant Street	9	11/13/2025	Rental Unit Inspection	Unit 2C	11/4/2025	*Pending	
122 S. Grant Street	9	11/13/2025	Rental Unit Inspection	Unit 3A	11/4/2025	*Pending	
122 S. Grant Street	9	11/13/2025	Rental Unit Inspection	Unit 3B	11/4/2025	*Pending	
122 S. Grant Street	9	11/13/2025	Rental Unit Inspection	Unit 3C	11/4/2025	Fail	
122 S. Grant Street	9	11/13/2025	Rental Unit Inspection	Unit 1B	11/4/2025	*Pending	
122 S. Grant Street	9	11/13/2025	Rental Unit Inspection	Unit 1C	11/4/2025	Fail	
17 W. Main Street	2	11/13/2025	Rental Unit Inspection	Apt 2	11/18/2025	Fail	
138 Spring Street	1	11/5/2025	Rental Unit Inspection	Pass	11/4/2025	Pass	
54-56 Hill Street	2	11/5/2025	Rental Unit Inspection	56 Hill	11/12/2025	Fail	
268 E. Main Street	2	11/4/2025	Rental Unit Inspection	Unit 268 1/2 no electric no access to lower unit. Reschedule.	11/17/2025	Fail	
100 Braddock Street, Ste. 900	4	11/4/2025	Rental Unit Inspection	Unit 903	11/4/2025	Pass	
100 Braddock Street, Ste. 900	4	11/4/2025	Rental Unit Inspection	Unit 902	11/4/2025	Pass	
100 Braddock Street, Ste. 900	4	11/4/2025	Rental Unit Inspection	Unit 901	11/4/2025	Pass	
100 Braddock Street, Ste. 800	4	11/4/2025	Rental Unit Inspection	Unit 804	11/4/2025	Pass	
100 Braddock Street, Ste. 800	4	11/4/2025	Rental Unit Inspection	Unit 803	11/4/2025	Pass	

Address	# Units	Date	Inspection Type	Description	Completed Date	Inspected Status	Section 8, Item A.
100 Braddock Street, Ste. 800	4	11/4/2025	Rental Unit Inspection	Unit 802	11/4/2025	Pass	
100 Braddock Street, Ste. 800	4	11/4/2025	Rental Unit Inspection	Unit 801	11/4/2025	Pass	
100 Braddock Street, Ste. 700	4	11/4/2025	Rental Unit Inspection	Unit 704	11/4/2025	*Pending	
100 Braddock Street, Ste. 700	4	11/4/2025	Rental Unit Inspection	Unit 703	11/4/2025	Pass	
100 Braddock Street, Ste. 700	4	11/4/2025	Rental Unit Inspection	Unit 702	11/4/2025	Pass	
100 Braddock Street, Ste. 700	4	11/4/2025	Rental Unit Inspection	Unit 701	11/4/2025	Pass	
100 Braddock Street, Ste. 600	4	11/4/2025	Rental Unit Inspection	Unit 604	11/4/2025	Pass	
64 Linden Street	1	11/4/2025	Rental Unit Inspection	64 Linden	11/4/2025	Fail	
100 Braddock Street, Ste. 100	8	11/4/2025	Rental Unit Inspection	Unit 101	11/4/2025	Fail	
100 Braddock Street, Ste. 100	8	11/4/2025	Rental Unit Inspection	Unit 102	11/4/2025	Pass	
100 Braddock Street, Ste. 100	8	11/4/2025	Rental Unit Inspection	Unit 103	11/4/2025	Fail	
100 Braddock Street, Ste. 100	8	11/4/2025	Rental Unit Inspection	Unit 105	11/4/2025	Pass	
100 Braddock Street, Ste. 100	8	11/4/2025	Rental Unit Inspection	Unit 106	11/4/2025	Pass	
100 Braddock Street, Ste. 100	8	11/4/2025	Rental Unit Inspection	Unit 107	11/4/2025	Pass	
100 Braddock Street, Ste. 100	8	11/4/2025	Rental Unit Inspection	Unit 108	11/4/2025	Pass	

Address	# Units	Date	Inspection Type	Description	Completed Date	Inspected Status	Section 8, Item A.
100 Braddock Street, Ste. 200	6	11/4/2025	Rental Unit Inspection	Unit 201	11/4/2025	Pass	
100 Braddock Street, Ste. 200	6	11/4/2025	Rental Unit Inspection	Unit 202	11/4/2025	Fail	
100 Braddock Street, Ste. 200	6	11/4/2025	Rental Unit Inspection	Unit 203	11/4/2025	Pass	
100 Braddock Street, Ste. 200	6	11/4/2025	Rental Unit Inspection	Unit 204	11/4/2025	Pass	
100 Braddock Street, Ste. 200	6	11/4/2025	Rental Unit Inspection	Unit 205	11/4/2025	Pass	
100 Braddock Street, Ste. 200	6	11/4/2025	Rental Unit Inspection	Unit 206	11/4/2025	Pass	
100 Braddock Street, Ste. 300	8	11/4/2025	Rental Unit Inspection	Unit 301	11/4/2025	Pass	
100 Braddock Street, Ste. 300	8	11/4/2025	Rental Unit Inspection	Unit 302	11/4/2025	Pass	
100 Braddock Street, Ste. 300	8	11/4/2025	Rental Unit Inspection	Unit 303	11/4/2025	Pass	
100 Braddock Street, Ste. 300	8	11/4/2025	Rental Unit Inspection	Unit 304	11/4/2025	Pass	
100 Braddock Street, Ste. 300	8	11/4/2025	Rental Unit Inspection	Unit 305	11/4/2025	Pass	
100 Braddock Street, Ste. 300	8	11/4/2025	Rental Unit Inspection	Unit 306	11/4/2025	Pass	
100 Braddock Street, Ste. 300	8	11/4/2025	Rental Unit Inspection	Unit 307	11/4/2025	*Pending	
100 Braddock Street, Ste. 300	8	11/4/2025	Rental Unit Inspection	Unit 308	11/4/2025	*Pending	
100 Braddock Street, Ste. 400	4	11/4/2025	Rental Unit Inspection	Unit 401	11/4/2025	Pass	

Address	# Units	Date	Inspection Type	Description	Completed Date	Inspected Status	Section 8, Item A.
100 Braddock Street, Ste. 400	4	11/4/2025	Rental Unit Inspection	Unit 402	11/4/2025	Pass	
100 Braddock Street, Ste. 400	4	11/4/2025	Rental Unit Inspection	Unit 403	11/4/2025	Pass	
100 Braddock Street, Ste. 400	4	11/4/2025	Rental Unit Inspection	Unit 404	11/4/2025	Pass	
100 Braddock Street, Ste. 500	8	11/4/2025	Rental Unit Inspection	Unit 501	11/4/2025	Pass	
100 Braddock Street, Ste. 500	8	11/4/2025	Rental Unit Inspection	Unit 502	11/4/2025	Pass	
100 Braddock Street, Ste. 500	8	11/4/2025	Rental Unit Inspection	Unit 503	11/4/2025	Pass	
100 Braddock Street, Ste. 500	8	11/4/2025	Rental Unit Inspection	Unit 504	11/4/2025	Pass	
100 Braddock Street, Ste. 500	8	11/4/2025	Rental Unit Inspection	Unit 505	11/4/2025	Pass	
100 Braddock Street, Ste. 500	8	11/4/2025	Rental Unit Inspection	Unit 506	11/4/2025	Pass	
100 Braddock Street, Ste. 500	8	11/4/2025	Rental Unit Inspection	Unit 507	11/4/2025	Pass	
100 Braddock Street, Ste. 500	8	11/4/2025	Rental Unit Inspection	Unit 508	11/4/2025	Pass	
100 Braddock Street, Ste. 600	4	11/4/2025	Rental Unit Inspection	Unit 601	11/4/2025	Pass	
100 Braddock Street, Ste. 600	4	11/4/2025	Rental Unit Inspection	Unit 602	11/4/2025	Pass	
100 Braddock Street, Ste. 600	4	11/4/2025	Rental Unit Inspection	Unit 603	11/4/2025	Pass	
100 Braddock Street, Ste. 900	4	11/4/2025	Rental Unit Inspection	Unit 904	11/4/2025	Pass	

Address	# Units	Date	Inspection Type	Description	Completed Date	Inspected Status	Section 8, Item A.
89 S. Grant Street	6	11/3/2025	Rental Unit Inspection	1B Vacant	11/3/2025	*Pending	
87 S. Grant Street	6	11/3/2025	Rental Unit Inspection	3A	11/3/2025	*Pending	
120 S. Grant Street	6	11/3/2025	Rental Unit Inspection	2B Vacant	11/3/2025	*Pending	
87 S. Grant Street	6	11/3/2025	Rental Unit Inspection	3B Vacant	11/4/2025	*Pending	
136 Spring Street	4	10/20/2025	Rental Unit Inspection	Unit 3	11/21/2025	Fail	
54-56 Hill Street	2	10/15/2025	Rental Unit Inspection	Unit 54	11/12/2025	Fail	
74 Ormand Street	3	9/18/2025	Rental Unit Inspection	Unit 3	11/18/2025	*Pending	

Total Records: 85

12/9/2025

Code Enforcement/Rental Inspection

Daily Log

11/18/2025

- Code Enforcement violations and re-inspection updates
- Inspections conducted 74 -76 Linden, 17 W. Main, 4 S. Broadway
- Re inspection 49 Broadway, 74 Ormand
- Tour with Erica of all rental districts
- Iworq tutorial with Jon Miller
- Inspection reports filed
- Update Code Enforcement violations in Iworq

11/19/2025

- Iworq updates with Rental Housing Letters (Erica)
- Phone complaint 121 Hill for trash set out too early. Investigation, violation notice sent.
- Code Enforcement patrol, several case created.
- Possible construction without a permit. College Ave
- Code vehicle fueled@ Sheetz \$35.00 42,112 Mileage
- Code Enforcement Violation case created and mailed.

11/20/2025

- Prepared documents for Brock Court case
- Final inspection of 21 Centennial before court. Photos obtained.
- 0830 Cumberland for court
- 1000 hrs. in office from court (Brock) 30 day continuance.
- Voicemail complaint about windows falling out of the Prichard Building. Investigation decorative windows above storefront windows knocked out by pigeons. Attempted to contact Brandon Reese with no success, will follow up tomorrow.
- Left at 11 am

11/21/2025

- Emails and voicemails
- Code Enforcement patrol several violations
- Inspections 136 Spring and 32 Beall Street(unattended lit candles in two rooms)
- Inspection reports sent to property owners
- Inspection 1 E. Main Street
- Inspection Reports processed and transmitted
- Emailed Aspired Property in reference to 50 Paul Street (Motor vehicle)

11/24/2025

- Voicemails and emails
- Reschedule 114 Center re-inspection
- Worked on Smoke alarm Code update for compliance(interconnectivity)
- Violation notices mailed to various property owners and tenants.
- Inspection updates for re-inspections.

11/25/2025

- Re Inspections for 32 Beall A & B
- Paperwork transmitted to property owner.
- Phone call to Mr. Richard Leyman in reference to 420 Timber Ridge Drive Violation
- Notified Trevor not receiving voicemail notification to email.
- Smoke alarm code work

11/26/2025

- Smoke alarm code update work
- Code enforcement updates
- Court scheduling with Michael Cohen

12/01/2025

- Emails and voice messages
- Smoke Alarm ordinance work
- Assisted with Christmas decorations
- Walk in with Lindsay Ryan 65 Bowery no heat
- Phone call Code Enforcement issue 121-123 Bowery
- Investigate complaint on Bowery malfunctioning smoke alarm outside 125 Bowery.
- Contacted Black Bear Property (Rob) he advised smoke alarm was replaced faulty unit left behind. Disposed of.
- Evergreen Associates with Ms. Ryan to mediate solution for temp heat until parts arrive for boiler.
- 317 E Main for demo work. ServPro demoing fire damage, photos and email forwarded to Jamie Klink.
- Phone call returned in reference to disabled vehicle (MVC) in the area of Beal/Charles streets Blue Honda Civic 2006 heavy damage will be towed by 12/5

12/02/2025

- Emails and voicemails
- 18 Braddock RD. Re Inspections
- 114 Center Re Inspection

12/03/2025

- Out of the office

12/04/2025

- Emails and phone calls
- Out of the office

12/05/2025

- Emails and phone calls
- Code research for roof repair/replacement

12/08/2025

- Emails phone calls
- Inspection scheduling
- Rental property complaint and response
- Notified by FPD squatting situation/Trap House at 118 W. Mechanic Street. Will follow up with new owners of property.

12/09/2025

- Emails and voice messages
-



11/01/2025 - 11/30/2025

Case Date	Owner Name	Parcel Address	Payment Date	Payment Amount	Payment Type Description	Payment Type
8/25/2025	BECKNER TYLER	30 BEALL ST	11/13/2025	250.00	#3Z41708852	
				250.00		

Total Records: 1

Case Payment Report

Receipt #
21

12/9/2025



Case Activity Report

11/01/2025 - 11/30/2025

Completed Date	Compliance Deadline	Parcel Address	Description	Activity Type	Main Status
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Group: Citation Paid

11/13/2025	08/30/2025	30 BEALL ST	High Grass	Citation Paid	Resolved

Group Total: 1

Group: Court

11/20/2025	08/13/2025	21 CENTENNIAL ST	High grass	Court	Citation Issued
11/20/2025	08/13/2025	21 CENTENNIAL ST	High grass	Court	Citation Issued

Group Total: 2

Group: Phone Call/Email

11/25/2025	11/30/2025	420 TIMBER RIDGE DR	Unregistered motor vehicle	Phone Call/Email	First Warning
11/24/2025	12/05/2025	50 PAUL ST	Unregistered motor vehicle	Phone Call/Email	First Warning

Group Total: 2

Group: Re-Inspection

11/14/2025	10/31/2025	20 BOWERY ST	Grass and weeds	Re-Inspection	Resolved
11/14/2025	10/30/2025	158 BOWERY ST	Furniture	Re-Inspection	Resolved
11/14/2025	10/30/2025	133 HILL ST	Furniture	Re-Inspection	Resolved
11/14/2025	10/10/2025	102 WOOD ST	Front porch storage	Re-Inspection	Resolved
11/12/2025	N/A	167 CENTER ST	Mold	Re-Inspection	No CE Action Necessary

Group Total: 5

Total Records: 10

Section 8, Item A.



Case Detail Report

11/01/2025 - 11/30/2025

Case Date	Compliance Deadline	Parcel Address	Description	Main Status
11/21/2025	12/05/2025	50 PAUL ST	Unregistered motor vehicle	First Warning
11/19/2025	11/29/2025	154 MAPLE ST	Furniture	First Warning
11/19/2025	11/29/2025	115 HILL ST	Furniture	First Warning
11/19/2025	11/26/2025	121 HILL ST	Trash set out to early	First Warning
11/18/2025	11/28/2025	6 S GRANT ST	Furniture	First Warning
11/14/2025	11/30/2025	420 TIMBER RIDGE DR	Unregistered motor vehicle	First Warning

Total Records: 6

12/9/2025

CITY OF FROSTBURG
NOVEMBER 2025 BUDGET REPORT

Note: Audit adjustments for the year ended 06/30/25 are incomplete.

Section 8, Item A.

Account Id	Account Description	Budget	November 2025		% of Budget Earned/Incurred
			Rev/Expd	YTD Rev/Expd	
01-000-4000	TAXES-REAL ESTATE	3,080,000.00	0.00	3,113,668.98	101.1
01-000-4001	PERSONAL PROPERTY TAXES	6,000.00	2,912.40	4,791.30	79.9
01-000-4002	PUBLIC UTILITY TAXES	220,000.00	100,747.80	100,802.70	45.8
01-000-4003	CORPORATION TAXES	85,000.00	1,771.20	72,700.65	85.5
01-000-4004	PRIOR YEAR TAXES	1,000.00	0.00	0.00	0.0
01-000-4005	TRAILER TAX	1,600.00	0.00	420.00	26.3
01-000-4010	INTEREST ON TAXES	35,000.00	1,326.90	10,882.65	31.1
01-000-4011	TAX CREDITS	-30,000.00	0.00	0.00	0.0
01-000-4012	TAX ABATEMENTS	-3,000.00	0.00	0.00	0.0
01-000-4013	ENTERPRISE ZONE CREDIT REIMBURS	16,000.00	0.00	0.00	0.0
01-000-4020	MARYLAND INCOME TAXES	700,000.00	200,026.82	318,823.64	45.6
01-000-4021	ADMISSION TAXES	18,000.00	0.00	76.21	0.4
01-000-4022	HOTEL MOTEL TAX	150,000.00	0.00	75,616.66	50.4
01-000-4023	HIGHWAY USE TAX	550,000.00	57,746.24	265,635.47	48.3
01-000-4024	COAL TAX	2,600.00	0.00	2,426.59	93.3
01-000-4025	HOUSING AUTHORITY	12,000.00	0.00	0.00	0.0
01-000-4027	PAYMENT IN LIEU OF TAXES	390.00	0.00	0.00	0.0
01-000-4031	LIQUOR LICENSES	10,000.00	0.00	1,691.00	16.9
01-000-4032	TRADERS LICENSES	10,000.00	162.84	934.87	9.4
01-000-4040	POLICE GRANTS	40,000.00	4,548.59	15,454.93	38.6
01-000-4041	PARKING REVENUE	700.00	0.00	0.00	0.0
01-000-4043	POLICE PROTECTION GRANTS	120,000.00	0.00	26,644.00	22.2
01-000-4045	FINES & FORFEITURES	4,500.00	90.00	1,305.00	29.0
01-000-4047	FROSTBURG STATE UNIV - MOU	10,000.00	0.00	20,000.00	200.0
01-000-4049	SCHOOL RESOURCE REIMBURSEMENT	30,000.00	0.00	0.00	0.0
01-000-4050	PERMITS, PLANNING, ETC	2,500.00	0.00	735.00	29.4
01-000-4051	BUILDING PERMITS	3,000.00	40.00	1,940.00	64.7
01-000-4052	RENTAL REGISTRATION	75,000.00	0.00	240.00	0.3
01-000-4054	CONSTRUCTION INSPECTIONS	28,000.00	530.00	13,210.00	47.2
01-000-4055	CODE ENFORCEMENT CITATIONS	1,250.00	250.00	2,055.00	164.4
01-000-4056	COMM DEV GRANT REVENUE	110,000.00	0.00	36,753.82	33.4
01-000-4060	SWIMMING POOL	65,000.00	0.00	35,015.45	53.9
01-000-4062	DAY CAMP REGISTRATIONS	18,000.00	0.00	9,728.50	54.1
01-000-4063	RECREATION ACTIVITIES	22,000.00	470.00	9,430.00	42.9
01-000-4200	OPERATING TRANSFER - WATER FUND	126,300.00	10,525.00	52,625.00	41.7
01-000-4201	OPERATING TRANSFER - SEWER FUND	242,300.00	20,192.00	100,960.00	41.7
01-000-4202	OPERATING TRANSFER - GARBAGE FUND	24,500.00	2,042.00	10,210.00	41.7
01-000-4250	NSF FEES	0.00	140.00	805.00	0.0
01-000-4301	RENTS	111,000.00	9,249.86	54,374.16	49.0
01-000-4302	HRD APPROPRIATION	10,700.00	1,802.00	1,802.00	16.8
01-000-4303	FRANCHISES - GAS, TV, ETC	68,000.00	17,163.44	34,871.51	51.3
01-000-4304	MISCELLANEOUS REVENUE	4,000.00	210.00	6,591.64	164.8
01-000-4306	PROJECT REIMBURSEMENT	2,169,000.00	39,425.00	46,622.26	2.2
01-000-4307	INSURANCE REIMBURSEMENTS	0.00	0.00	52,506.23	0.0
01-000-4315	PROCEEDS FROM FUND BALANCE	268,425.00	0.00	0.00	0.0
01-000-4317	SPECIAL REVENUE	666,000.00	0.00	0.00	0.0
01-000-4600	INTEREST INCOME	475,000.00	43,793.06	196,275.68	41.3
CORPORATE FUND Revenue Totals		9,559,765.00	515,165.15	4,698,625.90	

EXECUTIVE					
01-100-5000	SALARIES	22,200.00	1,850.00	9,250.00	41.7
01-110-5010	SOCIAL SECURITY	1,700.00	141.55	707.75	41.6
01-100-5012	WORKERS COMP	175.00	0.00	3.49	2.0
01-100-5050	LEGISLATIVE CONTINGENCIES	6,000.00	15,833.00	16,280.74	271.4
01-100-5104	INSURANCE - PUBLIC OFFICIALS	9,700.00	816.75	4,083.75	42.1
01-100-5150	TRAINING	2,800.00	0.00	1,350.00	48.2
01-100-5160	TRAVEL	5,700.00	0.00	0.00	0.0
01-100-5185	PROFESSIONAL FEES	30,000.00	1,750.00	16,350.00	54.5
100 Executive		78,275.00	20,391.30	48,025.73	

ADMINISTRATIVE					
01-110-5000	SALARIES	175,800.00	11,563.21	62,284.94	35.4
01-110-5001	SALARIES - BONUS	0.00	0.00	2,720.25	0.0
01-110-5010	SOCIAL SECURITY	13,400.00	870.66	4,879.44	36.4
01-110-5011	PENSION	21,100.00	0.00	0.00	0.0
01-110-5012	WORKERS COMP	600.00	0.00	11.95	2.0
01-110-5013	INSURANCE - HEALTH	34,600.00	589.06	2,594.58	7.5
01-110-5014	INSURANCE - HEALTH RETIREE	30,600.00	-498.41	496.15	1.6
01-110-5015	CONTRIBUTION - 457	2,000.00	115.64	691.68	34.6

CITY OF FROSTBURG
NOVEMBER 2025 BUDGET REPORT

Note: Audit adjustments for the year ended 06/30/25 are incomplete.

Section 8, Item A.

Account Id	Account Description	Budget	November 2025		% of Budget Earned/Incurred
			Rev/Expd	YTD Rev/Expd	
01-110-5030	EMPLOYEE WELLNESS	7,500.00	129.89	981.43	13.1
01-110-5050	RESERVE FOR CONTINGENCIES	10,000.00	45.00	4,750.02	47.5
01-110-5102	INSURANCE - GEN LIAB	150.00	14.50	72.50	48.3
01-110-5105	INSURANCE - PROPERTY	12,000.00	779.00	3,895.00	32.5
01-110-5106	INSURANCE - AD&D AND LIFE	4,500.00	0.00	0.00	0.0
01-110-5111	CONTRIBUTIONS - TOURISM	120,000.00	0.00	37,959.00	31.6
01-110-5150	TRAINING	1,200.00	0.00	1,780.00	148.3
01-110-5160	TRAVEL	1,800.00	0.00	3,275.11	182.0
01-110-5185	PROFESSIONAL FEES	1,100.00	0.00	524.13	47.7
01-110-5191	COMMUNICATIONS	12,000.00	1,172.64	5,114.78	42.6
01-110-5200	ADVERTISING	6,400.00	16.91	107.66	1.7
01-110-5205	LEGAL	42,500.00	1,673.25	8,465.25	19.9
01-110-5207	PENSION ADMINISTRATIVE FEE	7,800.00	0.00	0.00	0.0
01-110-5210	OFFICE SUPPLIES	11,000.00	1,602.66	5,675.79	51.6
01-110-5220	POSTAGE	28,000.00	599.21	11,610.31	41.5
01-110-5230	COMPUTER EXPENSE	14,000.00	0.00	5,055.71	36.1
01-110-5232	IT LICENSING AND FEES	40,500.00	2,068.96	17,446.67	43.0
01-110-5235	DIGITAL ENGAGEMENT	29,000.00	1,083.04	16,708.71	57.6
01-110-5301	ELECTION	12,000.00	0.00	0.00	0.0
01-110-5391	PRINCIPAL AND INTEREST ON DEBT SERVICE	154,700.00	0.00	48,086.80	31.1
01-110-5500	BUILDING - ARMORY	12,000.00	145.32	6,776.60	56.5
01-110-5502	BUILDING MAINTENANCE	26,000.00	1,673.75	9,157.65	35.2
01-110-5550	UTILITIES - BUILDING	16,000.00	1,170.20	5,718.37	35.7
01-110-5700	BANK FEES	300.00	0.00	119.06	39.7
01-110-5807	CAPITAL OUTLAY	2,270,000.00	0.00	5,801.89	0.3
110 Administrative		3,118,550.00	24,814.49	272,761.43	

FINANCE					
01-120-5000	SALARIES	82,000.00	6,227.77	26,320.96	32.1
01-120-5010	SOCIAL SECURITY	6,200.00	453.31	1,874.13	30.2
01-120-5011	PENSION	9,700.00	0.00	0.00	0.0
01-120-5012	WORKERS COMP	200.00	0.00	4.98	2.5
01-120-5013	INSURANCE - HEALTH	13,000.00	6,814.90	83,945.99	645.7
01-120-5015	CONTRIBUTION - 457	625.00	44.96	285.64	45.7
01-120-5102	INSURANCE - GEN LIAB	150.00	14.50	72.50	48.3
01-120-5105	INSURANCE - PROPERTY	4,500.00	292.10	1,460.50	32.5
01-120-5150	TRAINING	1,000.00	195.00	195.00	19.5
01-120-5160	TRAVEL	0.00	749.46	1,375.25	0.0
01-120-5185	PROFESSIONAL FEES	1,000.00	0.00	0.00	0.0
01-120-5310	AUDITING	85,000.00	0.00	0.00	0.0
01-120-5311	ACTUARIAL STUDY	6,500.00	0.00	0.00	0.0
01-120-5313	TAX COLLECTION	1,300.00	144.54	421.74	32.4
01-120-5810	RETSA OBLIGATION	16,000.00	0.00	0.00	0.0
120 Finance		227,175.00	14,936.54	115,956.69	

COMMUNITY DEV					
01-130-5000	SALARIES	128,500.00	5,052.81	41,598.40	32.4
01-130-5010	SOCIAL SECURITY	9,800.00	366.06	3,028.06	30.9
01-130-5011	PENSION	15,400.00	0.00	0.00	0.0
01-130-5012	WORKERS COMP	350.00	0.00	6.97	2.0
01-130-5013	INSURANCE - HEALTH	26,700.00	404.97	1,046.64	3.9
01-130-5015	CONTRIBUTION - 457	1,500.00	0.00	221.27	14.8
01-130-5102	INSURANCE - GEN LIAB	150.00	14.50	72.50	48.3
01-130-5105	INSURANCE - PROPERTY	4,500.00	389.46	1,947.30	43.3
01-130-5150	TRAINING	750.00	0.00	0.00	0.0
01-130-5160	TRAVEL	900.00	0.00	0.00	0.0
01-130-5185	PROFESSIONAL FEES	750.00	0.00	0.00	0.0
01-130-5320	ECONOMIC DEVELOPMENT	8,000.00	1,000.00	2,000.00	25.0
01-130-5322	PLANNING	15,000.00	42,204.00	44,454.00	296.4
01-130-5323	PUBLIC ART	2,000.00	0.00	124.37	6.2
01-130-5401	AUTO EXPENSE	0.00	0.00	106.25	0.0
01-130-5822	SPECIAL PROJECTS	20,000.00	363.88	12,510.96	62.6
130 Community Dev		234,300.00	49,795.68	107,116.72	

CODE ENFORCEMENT					
01-140-5000	SALARIES	81,000.00	3,480.00	24,360.18	30.1
01-140-5010	SOCIAL SECURITY	6,200.00	266.22	1,780.03	28.7
01-140-5011	PENSION	9,800.00	0.00	0.00	0.0
01-140-5012	WORKERS COMP	2,400.00	0.00	3.98	0.2

CITY OF FROSTBURG
NOVEMBER 2025 BUDGET REPORT

Note: Audit adjustments for the year ended 06/30/25 are incomplete.

Section 8, Item A.

Account Id	Account Description	Budget	November 2025		% of Budget Earned/Incurred
			Rev/Expd	YTD Rev/Expd	
01-140-5013	INSURANCE - HEALTH	26,700.00	1,027.82	4,431.64	16.6
01-140-5015	CONTRIBUTION - 457	750.00	34.40	284.60	38.0
01-140-5100	INSURANCE - AUTO	850.00	65.24	326.18	38.4
01-140-5102	INSURANCE - GEN LIAB	150.00	14.50	72.50	48.3
01-140-5105	INSURANCE - PROPERTY	4,500.00	292.10	1,460.50	32.5
01-140-5150	TRAINING	500.00	0.00	379.00	75.8
01-140-5160	TRAVEL	500.00	0.00	0.00	0.0
01-140-5185	PROFESSIONAL FEES	400.00	0.00	0.00	0.0
01-140-5231	SOFTWARE AND SUBSCRIPTIONS	13,700.00	0.00	0.00	0.0
01-140-5330	CODE ENFORCEMENT	5,000.00	171.98	1,059.39	21.2
01-140-5331	CONSTRUCTION INSPECT	20,000.00	0.00	8,930.00	44.7
01-140-5332	RENTAL INSPECTION	1,000.00	0.00	3,150.00	315.0
01-140-5401	AUTO EXPENSE	500.00	0.00	0.00	0.0
140 Code Enforcement		173,950.00	5,352.26	46,238.00	
PUBLIC WORKS ADMIN					
01-150-5000	SALARIES	82,500.00	7,009.84	32,225.22	39.1
01-150-5010	SOCIAL SECURITY	6,600.00	510.92	2,375.14	36.0
01-150-5011	PENSION	9,800.00	0.00	0.00	0.0
01-150-5012	WORKERS COMP	1,800.00	0.00	31.87	1.8
01-150-5013	INSURANCE - HEALTH	20,600.00	469.27	1,542.79	7.5
01-150-5015	CONTRIBUTION - 457	800.00	70.08	345.12	43.1
01-150-5100	INSURANCE - AUTO	850.00	64.96	324.80	38.2
01-150-5102	INSURANCE - GEN LIAB	150.00	14.50	72.50	48.3
01-150-5105	INSURANCE - PROPERTY	3,000.00	194.73	973.64	32.5
01-150-5150	TRAINING	1,750.00	0.00	580.00	33.1
01-150-5160	TRAVEL	1,000.00	0.00	1,957.13	195.7
01-150-5185	PROFESSIONAL FEES	2,100.00	0.00	0.00	0.0
01-150-5193	ONE CALL CONCEPTS	2,200.00	52.46	538.02	24.5
01-150-5340	ENGINEERING EQUIPMENT	3,000.00	0.00	105.99	3.5
01-150-5341	MAPPING SUPPLIES	8,000.00	0.00	3,721.00	46.5
01-150-5342	PUBLIC WORKS	7,400.00	130.68	2,324.69	31.4
01-150-5400	GAS, OIL, GREASE	3,000.00	0.00	847.76	28.3
01-150-5420	FLEET LEASE	11,000.00	842.93	4,284.35	39.0
150 Public Works Admin		165,550.00	9,360.37	52,250.02	
PUBLIC SAFETY					
01-160-5000	SALARIES	1,152,300.00	95,269.28	450,082.58	39.1
01-160-5002	SALARIES - POLICE GRANTS	40,000.00	1,980.23	10,813.97	27.0
01-160-5003	COURT TIME	13,000.00	741.88	4,570.28	35.2
01-160-5010	SOCIAL SECURITY	91,000.00	7,227.32	34,149.81	37.5
01-160-5011	PENSION	347,000.00	0.00	0.00	0.0
01-160-5012	WORKERS COMP	72,000.00	0.00	1,434.06	2.0
01-160-5013	INSURANCE - HEALTH	259,700.00	39,967.69	85,180.02	32.8
01-160-5015	CONTRIBUTION - 457	7,500.00	570.34	3,123.91	41.7
01-160-5100	INSURANCE - AUTO	9,600.00	603.42	3,683.10	38.4
01-160-5102	INSURANCE - GEN LIAB	1,300.00	130.25	651.25	50.1
01-160-5103	INSURANCE - POLICE PROFESSIONAL	12,000.00	886.50	4,432.50	36.9
01-160-5105	INSURANCE - PROPERTY	6,900.00	445.38	2,122.90	30.8
01-160-5150	TRAINING	35,000.00	455.19	11,530.65	32.9
01-160-5170	UNIFORMS	13,000.00	3,948.39	7,851.64	60.4
01-160-5180	SAFETY EQUIPMENT	1,200.00	90.00	360.00	30.0
01-160-5181	LAW ENFORCEMENT EQUIPMENT	18,500.00	243.86	1,271.49	6.9
01-160-5191	COMMUNICATIONS	30,500.00	1,771.49	10,029.04	32.9
01-160-5206	C3I CLERICAL SUPPORT	6,000.00	0.00	0.00	0.0
01-160-5210	OFFICE SUPPLIES	5,000.00	214.65	1,624.74	32.5
01-160-5230	COMPUTER EXPENSE	8,500.00	0.00	10,526.99	123.9
01-160-5350	FSU MOU	10,000.00	0.00	20,000.00	200.0
01-160-5380	POLICE REFORM	31,000.00	0.00	0.00	0.0
01-160-5390	MISCELLANEOUS EXPENSE	4,000.00	2,142.79	3,827.62	95.7
01-160-5400	GAS, OIL, GREASE	30,000.00	1,923.39	7,442.25	24.8
01-160-5401	AUTO EXPENSE	18,000.00	1,118.94	8,837.42	49.1
01-160-5420	FLEET LEASE	61,000.00	5,071.20	24,066.09	39.5
01-160-5502	JAIL AND OFFICE MAINTENANCE	4,000.00	466.69	1,929.91	48.3
01-160-5550	UTILITIES - PUBLIC SAFETY	10,000.00	752.94	3,742.02	37.4
01-160-5851	FIRE DEPT APPROPRIATION	269,525.00	0.00	134,762.50	50.0
160 Public Safety		2,567,525.00	166,021.82	848,046.74	

PUBLIC WORKS - STREET

CITY OF FROSTBURG
NOVEMBER 2025 BUDGET REPORT

Note: Audit adjustments for the year ended 06/30/25 are incomplete.

Section 8, Item A.

Account Id	Account Description	Budget	November 2025		% of Budget Earned/Incurred
			Rev/Expd	YTD Rev/Expd	
01-170-5000	SALARIES	340,000.00	24,420.21	118,951.00	35.0
01-170-5010	SOCIAL SECURITY	26,000.00	1,787.73	8,664.57	33.3
01-170-5011	PENSION	40,800.00	0.00	0.00	0.0
01-170-5012	WORKERS COMP	18,000.00	0.00	398.35	2.2
01-170-5013	INSURANCE - HEALTH	99,300.00	1,034.72	2,144.30	2.2
01-170-5015	CONTRIBUTION - 457	1,500.00	97.44	533.92	35.6
01-170-5018	UNEMPLOYMENT	200.00	0.00	0.00	0.0
01-170-5100	INSURANCE - AUTO	11,500.00	1,397.63	4,756.15	41.4
01-170-5102	INSURANCE - GEN LIAB	600.00	57.84	289.19	48.2
01-170-5105	INSURANCE - PROPERTY	12,900.00	836.25	4,213.22	32.7
01-170-5150	TRAINING	5,000.00	0.00	0.00	0.0
01-170-5170	UNIFORMS	8,000.00	526.32	2,587.47	32.3
01-170-5180	SAFETY EQUIPMENT	7,000.00	532.97	2,536.28	36.2
01-170-5191	COMMUNICATIONS	15,000.00	250.56	1,186.99	7.9
01-170-5210	OFFICE SUPPLIES	1,500.00	1,296.87	1,296.87	86.5
01-170-5400	GAS, OIL, GREASE	30,000.00	2,096.65	7,045.11	23.5
01-170-5420	FLEET LEASE	51,000.00	4,224.59	21,186.32	41.5
01-170-5550	UTILITIES - BUILDING	7,000.00	487.30	1,303.91	18.6
01-170-5710	LOADER RENTAL	0.00	0.00	73.45	0.0
01-170-5711	SALT & ABRASIVES	150,000.00	0.00	26,188.85	17.5
01-170-5712	SIGN MAINTENANCE	15,000.00	1,347.59	3,849.53	25.7
01-170-5713	STREET EQUIPMENT MAINTENANCE	120,000.00	16,649.05	46,142.91	38.5
01-170-5714	STREET LIGHTING	100,000.00	7,710.55	41,890.40	41.9
01-170-5715	STREET MAINTENANCE REPAIRS	136,000.00	10,879.66	29,451.61	21.7
01-170-5716	STREET SHOP EQUIPMENT	70,000.00	3,549.36	16,392.17	23.4
01-170-5717	STREET LIGHTING REPAIRS	48,500.00	0.00	33,396.00	68.9
01-170-5800	CAPITAL OUTLAY	596,000.00	230,929.77	230,929.77	38.8
01-170-5861	STREET PAVING	150,000.00	0.00	150,000.00	100.0
01-170-5865	PARKING LOT MAINTENANCE	42,500.00	0.00	3,000.00	7.1
170 Public Works - Street		2,103,300.00	310,113.06	758,408.34	

RECREATION					
01-180-5000	SALARIES	305,000.00	20,083.65	116,903.15	38.3
01-180-5010	SOCIAL SECURITY	23,200.00	1,474.92	8,541.10	36.8
01-180-5011	PENSION	33,100.00	0.00	0.00	0.0
01-180-5012	WORKERS COMP	16,100.00	0.00	362.50	2.3
01-180-5013	INSURANCE - HEALTH	91,700.00	4,381.48	7,098.43	7.7
01-180-5015	CONTRIBUTION - 457	1,750.00	89.92	472.75	27.0
01-180-5100	INSURANCE - AUTO	2,900.00	208.84	1,044.20	36.0
01-180-5102	INSURANCE - GEN LIAB	600.00	57.84	289.19	48.2
01-180-5105	INSURANCE - PROPERTY	17,600.00	1,150.12	5,665.60	32.2
01-180-5150	TRAINING	300.00	0.00	0.00	0.0
01-180-5160	TRAVEL	750.00	266.00	266.00	35.5
01-180-5170	UNIFORMS	5,000.00	289.61	1,799.39	36.0
01-180-5180	SAFETY EQUIPMENT	500.00	0.00	0.00	0.0
01-180-5400	GAS, OIL, GREASE	10,000.00	1,295.02	2,822.67	28.2
01-180-5420	FLEET LEASE	23,000.00	1,863.65	9,346.20	40.6
01-180-5503	ARMORY EXPENSE - GYM	9,000.00	487.31	1,303.93	14.5
01-180-5504	COMMUNITY CENTER	18,000.00	697.72	6,497.56	36.1
01-180-5510	CITY PLACE	13,000.00	672.43	2,964.79	22.8
01-180-5550	UTILITIES	9,000.00	243.12	1,479.94	16.4
01-180-5720	BEAUTIFY THE BURG EXPENSE	1,500.00	0.00	0.00	0.0
01-180-5721	REC EQUIPMENT MAINTENANCE	13,000.00	1,506.97	2,944.83	22.7
01-180-5722	REC LEAGUE APPROPRIATIONS	5,000.00	0.00	0.00	0.0
01-180-5723	REC PARK MAINTENANCE EXPENSE	58,000.00	1,533.57	22,816.08	39.3
01-180-5724	STREET TREE MAINTENANCE	7,500.00	3,750.00	3,750.00	50.0
01-180-5725	TRAILHEAD MAINTENANCE EXPENSE	2,000.00	0.00	0.00	0.0
01-180-5726	RECREATIONAL PROGRAMS	11,500.00	1,048.18	3,686.59	32.1
01-180-5772	TRASH REMOVAL	12,000.00	1,571.77	4,642.81	38.7
01-180-5800	CAPITAL OUTLAY	55,000.00	14,858.18	40,378.36	73.4
180 Recreation		746,000.00	57,530.30	245,076.07	

RECREATION-POOL					
01-181-5000	SALARIES	72,000.00	0.00	47,019.46	65.3
01-181-5010	SOCIAL SECURITY	5,500.00	0.00	3,596.96	65.4
01-181-5012	WORKERS COMP	3,800.00	0.00	91.62	2.4
01-181-5018	UNEMPLOYMENT	200.00	0.00	0.00	0.0
01-181-5507	POOL OPERATING	39,000.00	1,057.50	18,324.67	47.0
181 Recreation-Pool		120,500.00	1,057.50	69,032.71	

CITY OF FROSTBURG
NOVEMBER 2025 BUDGET REPORT

Note: Audit adjustments for the year ended 06/30/25 are incomplete.

Section 8, Item A.

Account Id	Account Description	Budget	November 2025 Rev/Expd	YTD Rev/Expd	% of Budget Earned/Incurred
RECREATION - DAY CAMP					
01-182-5000	SALARIES	24,000.00	0.00	14,079.95	58.7
01-182-5010	SOCIAL SECURITY	1,850.00	0.00	1,077.11	58.2
01-182-5012	WORKERS COMP	1,300.00	0.00	29.88	2.3
01-182-5018	UNEMPLOYMENT	200.00	0.00	0.00	0.0
01-182-5507	DAY CAMP OPERATIONS	800.00	0.00	764.15	95.5
182 Recreation - Day Camp		28,150.00	0.00	15,951.09	
RECREATION - SEASONAL					
01-183-5012	WORKERS COMP	0.00	0.00	11.95	0.0
183 Recreation - Seasonal		0.00	0.00	11.95	
CORPORATE FUND Expenditure Totals		9,563,275.00	659,373.32	2,578,875.49	
WATER SERVICE REVENUE					
02-000-4000	WATER SERVICE REVENUE	1,623,750.00	135,219.22	628,133.59	38.7
02-000-4001	INTEREST EARNED - WATER	3,600.00	106.23	613.51	17.0
02-000-4015	SERVLINE FEES BILLED	0.00	3,479.05	17,345.95	0.0
02-000-4315	PROCEEDS FROM FUND BALANCE	180,000.00	0.00	0.00	0.0
02-000-4401	SALE OF BULK WATER	0.00	0.00	100.00	0.0
02-000-4402	SALE OF METERS	5,000.00	0.00	4,950.00	99.0
02-000-4403	TAPPING FEES	5,600.00	0.00	6,300.00	112.5
02-000-4404	SUNDRY SALES	2,500.00	274.00	4,840.00	193.6
02-000-4600	INTEREST INCOME	24,000.00	5.01	12,761.19	53.2
WATER FUND Revenue Totals		1,844,450.00	139,083.51	675,044.24	
WATER - ADMIN					
02-190-5000	SALARIES	73,000.00	5,704.25	29,735.00	40.7
02-190-5010	SOCIAL SECURITY	5,500.00	408.44	2,147.23	39.0
02-190-5011	PENSION	8,700.00	0.00	0.00	0.0
02-190-5012	WORKERS COMP	1,300.00	0.00	4.48	0.3
02-190-5013	INSURANCE - HEALTH	15,300.00	-414.00	-1,663.11	-10.9
02-190-5015	CONTRIBUTION - 457	850.00	56.64	289.87	34.1
02-190-5313	COLLECTION EXPENSE	2,200.00	144.54	421.74	19.2
02-190-5320	SERVLINE FEES REMITTED	0.00	3,468.00	10,405.70	0.0
02-190-5370	FMHA BOND	900.00	0.00	0.00	0.0
02-190-5600	CORPORATE OVERHEAD	126,300.00	10,525.00	52,625.00	41.7
190 Water - Admin		234,050.00	19,892.87	93,965.91	
WATER - FILTRATION					
02-192-5102	INSURANCE - GEN LIAB	1,400.00	144.67	723.35	51.7
02-192-5105	INSURANCE - PROPERTY	25,400.00	2,740.78	13,045.06	51.4
02-192-5106	INSURANCE - BOILER & MACHINERY	10,800.00	0.00	658.83	6.1
02-192-5521	PUMPING SYSTEM EXPENSE	95,000.00	6,810.44	31,109.00	32.8
02-192-5522	PURIFICATION PLANT MAINTENANCE	50,000.00	0.00	664.33	1.3
02-192-5710	FILTRATION CONTRACT PAYMENT	620,000.00	72,317.06	168,443.44	27.2
192 Water - Filtration		802,600.00	82,012.95	214,644.01	
WATER - SUPPLY					
02-194-5000	SALARIES	34,500.00	2,676.80	13,292.16	38.5
02-194-5010	SOCIAL SECURITY	2,600.00	204.78	1,016.87	39.1
02-194-5011	PENSION	4,100.00	0.00	0.00	0.0
02-194-5012	WORKERS COMP	1,700.00	0.00	45.81	2.7
02-194-5015	CONTRIBUTION - 457	100.00	0.00	0.00	0.0
02-194-5506	HYDRO FACILITY EXPENSE	5,000.00	0.00	0.00	0.0
02-194-5550	UTILITIES / WATER SUPPLY	5,000.00	297.26	953.40	19.1
02-194-5730	WATER SUPPLY EXPENSE	50,000.00	103.78	2,858.70	5.7
194 Water - Supply		103,000.00	3,282.62	18,166.94	
WATER - DISTRIBUTION					
02-196-5000	SALARIES	273,000.00	20,043.80	100,800.54	36.9
02-196-5010	SOCIAL SECURITY	20,800.00	1,461.46	7,321.68	35.2
02-196-5011	PENSION	27,000.00	0.00	0.00	0.0
02-196-5012	WORKERS COMP	13,300.00	0.00	350.55	2.6
02-196-5013	INSURANCE - HEALTH	76,400.00	1,820.00	5,772.50	7.6
02-196-5015	CONTRIBUTION - 457	1,000.00	33.38	183.10	18.3
02-196-5100	INSURANCE - AUTO	4,600.00	349.82	1,749.10	38.0
02-196-5102	INSURANCE - GEN LIAB	1,400.00	144.67	723.35	51.7
02-196-5105	INSURANCE - PROPERTY	6,400.00	0.00	0.00	0.0
02-196-5150	TRAINING	2,000.00	0.00	0.00	0.0

CITY OF FROSTBURG
NOVEMBER 2025 BUDGET REPORT

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Section 8, Item A.

Account Id	Account Description	Budget	November 2025		% of Budget Earned/Incurred
			Rev/Expd	YTD Rev/Expd	
02-196-5170	UNIFORMS	4,000.00	315.90	1,300.51	32.5
02-196-5180	SAFETY EQUIPMENT	6,600.00	827.75	1,115.75	16.9
02-196-5191	COMMUNICATIONS	13,000.00	704.03	3,492.00	26.9
02-196-5210	OFFICE SUPPLIES	1,000.00	486.36	1,133.50	113.4
02-196-5390	MISCELLANEOUS EXPENSE	1,000.00	0.00	261.22	26.1
02-196-5400	GAS, OIL, GREASE	17,000.00	707.00	4,106.47	24.2
02-196-5420	FLEET LEASE	33,000.00	2,606.94	13,073.80	39.2
02-196-5505	CRESTVIEW PUMPING STATION EXPENSE	12,500.00	4,443.01	6,283.23	50.3
02-196-5550	UTILITIES - WATER DISTRIBUTION	5,000.00	237.67	948.63	19.0
02-196-5700	DISTRIBUTION EXPENSE	61,800.00	3,964.30	16,225.16	26.3
02-196-5701	DISTRIBUTION PIPE EXPENSE	11,000.00	0.00	0.00	0.0
02-196-5702	EQUIPMENT MAINTENANCE	8,000.00	0.00	279.22	3.5
02-196-5703	FIRE HYDRANTS EXPENSE	5,000.00	680.33	680.33	13.6
02-196-5704	TRANSMISSION MAINS EXPENSE	80,000.00	7,116.20	27,807.36	34.8
02-196-5740	METERS EXPENSE	20,000.00	1,380.57	18,138.86	90.7
196 Water - Distribution		704,800.00	47,323.19	211,746.86	
WATER FUND Expenditure Totals		1,844,450.00	152,511.63	538,523.72	
03-000-4000	SEWER CHARGES	1,799,000.00	157,017.99	717,576.92	39.9
03-000-4001	INTEREST EARNED - SEWER	4,275.00	222.70	1,298.91	30.4
03-000-4404	SUNDRY SALES	1,500.00	0.00	877.07	58.5
03-000-4501	BAY RESTORATION FUND REVENUE	0.00	15,017.66	74,981.69	0.0
03-000-4503	SEWER TAP FEES	5,500.00	0.00	7,000.00	127.3
03-000-4600	INTEREST INCOME	44,000.00	0.00	13,025.09	29.6
Sewer Operations Total		1,854,275.00	172,258.35	814,759.68	
03-220-4317	SPECIAL REVENUE	150,000.00	0.00	0.00	0.0
03-220-4520	CSO SURCHARGE REVENUE	401,000.00	33,960.72	169,664.85	42.3
03-220-4521	INTEREST EARNED - CSO SURCHARGE	1,800.00	141.61	737.41	41.0
03-220-4530	PROJECT REIMBURSEMENTS	1,489,000.00	0.00	422,502.06	28.4
03-220-4540	PROCEEDS OF DEBT	952,000.00	0.00	0.00	0.0
CSO Total		2,993,800.00	34,102.33	592,904.32	
SEWER FUND Revenue Totals		4,848,075.00	206,360.68	1,407,664.00	
SEWER - ADMIN					
03-210-5000	SALARIES	73,000.00	5,704.25	29,735.00	40.7
03-210-5010	SOCIAL SECURITY	5,500.00	408.44	2,147.23	39.0
03-210-5011	PENSION	8,700.00	0.00	0.00	0.0
03-210-5012	WORKERS COMP	1,300.00	0.00	4.48	0.3
03-210-5013	INSURANCE - HEALTH	15,300.00	-414.00	-1,663.11	-10.9
03-210-5015	CONTRIBUTION - 457	850.00	56.64	289.87	34.1
03-210-5313	COLLECTION EXPENSE	2,700.00	144.54	421.74	15.6
210 Sewer - Admin		107,350.00	5,899.87	30,935.21	
SEWER - OPERATING					
03-211-5000	SALARIES	202,000.00	16,984.50	85,563.15	42.4
03-211-5010	SOCIAL SECURITY	15,300.00	1,215.56	6,084.60	39.8
03-211-5011	PENSION	28,400.00	0.00	0.00	0.0
03-211-5012	WORKERS COMP	11,000.00	0.00	219.09	2.0
03-211-5013	INSURANCE - HEALTH	53,500.00	1,533.70	5,525.10	10.3
03-211-5015	CONTRIBUTION - 457	1,800.00	117.04	642.02	35.7
03-211-5100	INSURANCE - AUTO	1,700.00	129.93	649.65	38.2
03-211-5102	INSURANCE - GEN LIAB	750.00	72.33	361.66	48.2
03-211-5105	INSURANCE - PROPERTY	9,000.00	580.53	2,902.65	32.3
03-211-5150	TRAINING	1,000.00	0.00	0.00	0.0
03-211-5170	UNIFORMS	3,000.00	92.40	871.46	29.1
03-211-5180	SAFETY EQUIPMENT	1,000.00	339.98	919.95	92.0
03-211-5191	COMMUNICATIONS	2,400.00	112.92	667.58	27.8
03-211-5396	BAY RESTORATION FUND EXPENSE	0.00	0.00	42,432.62	0.0
03-211-5400	GAS, OIL, GREASE	10,000.00	1,356.77	3,615.62	36.2
03-211-5420	FLEET LEASE	21,000.00	1,701.50	8,533.02	40.6
03-211-5520	PUMPING STATION MAINTENANCE	6,000.00	330.00	1,295.00	21.6
03-211-5600	CORPORATE OVERHEAD	242,300.00	20,192.00	100,960.00	41.7
03-211-5761	SANITARY COMMISSION CHARGES	1,216,000.00	101,940.75	263,646.85	21.7
03-211-5762	SANITARY COMM-TRANSMISSION PROJECTS	11,800.00	0.00	5,858.10	49.6
03-211-5763	SEWER OPERATING EXPENSE	50,000.00	3,931.21	20,510.29	41.0
03-211-5764	SEWER PUMPING EXPENSE	9,000.00	262.04	5,629.35	62.6
03-211-5800	CAPITAL OUTLAY - SEWER PROJECTS	50,000.00	0.00	0.00	0.0
211 Sewer - Operating		1,946,950.00	150,893.16	556,887.76	

CITY OF FROSTBURG
NOVEMBER 2025 BUDGET REPORT

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Section 8, Item A.

Account Id	Account Description	Budget	November 2025 Rev/Expd	YTD Rev/Expd	% of Budget Earned/Incurred
	CSO				
03-220-5391	INTEREST EXPENSE	3,025.00	0.00	2,115.86	70.0
03-220-5392	DEBT REDEMPTION	23,750.00	0.00	0.00	0.0
03-220-5800	CAPITAL OUTLAY	2,767,000.00	0.00	0.00	0.0
	220 CSO	2,793,775.00	0.00	2,115.86	
	SEWER FUND Expenditure Totals	4,848,075.00	156,793.03	589,938.83	
	WATER TAP SURCHARGE				
04-000-4000		652,000.00	68,907.85	344,352.60	52.8
04-000-4001	INTEREST EARNED SURCHARGE	3,000.00	186.61	960.70	32.0
04-000-4315	PROCEEDS FROM FUND BALANCE	120,000.00	0.00	0.00	0.0
04-000-4600	INTEREST INCOME	40,000.00	0.00	14,038.15	35.1
	000 Total	815,000.00	69,094.46	359,351.45	
	PINEY SURCHARGE FUND Revenue Totals	815,000.00	69,094.46	359,351.45	
	WATER SURCHARGE				
04-200-5313	COLLECTION EXPENSE	2,200.00	115.63	337.38	15.3
04-200-5391	INTEREST EXPENSE	42,425.00	0.00	18,691.89	44.1
04-200-5392	DEBT REDEMPTION	421,675.00	0.00	0.00	0.0
04-200-5800	CAPITAL OUTLAY	172,000.00	0.00	0.00	0.0
04-200-5802	CAPITAL REPAIRS	45,000.00	19,379.99	25,441.36	56.5
	PINEY SURCHARGE FUND Expenditure Totals	683,300.00	19,495.62	44,470.63	
	TRASH & GARBAGE CHARGES				
05-000-4000		534,600.00	44,967.58	219,247.97	41.0
05-000-4001	INTEREST EARNED - TRASH	3,000.00	272.55	1,335.92	44.5
05-000-4404	SUNDRY SALES	1,950.00	150.00	1,425.00	73.1
05-000-4600	INTEREST INCOME	3,500.00	0.00	1,157.79	33.1
	000 Total	543,050.00	45,390.13	223,166.68	
	GARBAGE FUND Revenue Totals	543,050.00	45,390.13	223,166.68	
	GARBAGE ADMIN.				
05-230-5000	SALARIES	55,000.00	4,322.45	24,284.86	44.2
05-230-5010	SOCIAL SECURITY	4,100.00	310.31	1,755.12	42.8
05-230-5011	PENSION	6,400.00	0.00	0.00	0.0
05-230-5012	WORKERS COMP	800.00	0.00	4.48	0.6
05-230-5013	INSURANCE - HEALTH	12,200.00	-318.99	-1,282.80	-10.5
05-230-5015	CONTRIBUTION - 457	850.00	42.80	235.30	27.7
05-230-5313	COLLECTION EXPENSE	750.00	28.91	84.36	11.3
	230 Garbage Admin.	80,100.00	4,385.48	25,081.32	
	GARBAGE OPERATING				
05-232-5000	SALARIES	91,000.00	6,525.02	28,794.13	31.6
05-232-5010	SOCIAL SECURITY	6,900.00	490.14	2,134.47	30.9
05-232-5011	PENSION	10,900.00	0.00	0.00	0.0
05-232-5012	WORKERS COMP	4,400.00	0.00	119.51	2.7
05-232-5013	INSURANCE - HEALTH	34,400.00	179.28	817.33	2.4
05-232-5015	CONTRIBUTION - 457	750.00	0.00	0.00	0.0
05-232-5100	INSURANCE - AUTO	2,600.00	196.24	981.20	37.7
05-232-5102	INSURANCE - GEN LIAB	400.00	43.08	215.41	53.9
05-232-5105	INSURANCE - PROPERTY	5,900.00	382.68	1,913.40	32.4
05-232-5170	UNIFORMS	3,000.00	87.96	430.64	14.4
05-232-5180	SAFETY EQUIPMENT	1,000.00	0.00	542.46	54.3
05-232-5210	OFFICE SUPPLIES	1,000.00	144.90	229.90	23.0
05-232-5400	GAS, OIL, GREASE	14,000.00	1,014.04	3,003.36	21.5
05-232-5600	CORPORATE OVERHEAD	24,500.00	2,042.00	10,210.00	41.7
05-232-5770	ASH DUMPSTER	8,500.00	0.00	0.00	0.0
05-232-5771	BULK CLEANUP EXPENSE	10,000.00	0.00	0.00	0.0
05-232-5772	LANDFILL CHARGES	130,000.00	11,709.45	50,384.07	38.8
05-232-5773	SANITATION OPERATING EXPENSE	60,000.00	0.00	9,625.22	16.0
05-232-5774	YARD WASTE COMPOSTING	1,500.00	0.00	0.00	0.0
	232 Garbage Operating	410,750.00	22,814.79	109,401.10	
	GARBAGE FUND Expenditure Totals	490,850.00	27,200.27	134,482.42	
	INTEREST INCOME	0.00	2.87	13.37	0.0
	COMM DEVELOPMENT SPECIAL PROJECTS FUND	0.00	2.87	13.37	
	INTEREST INCOME	0.00	3.23	15.98	0.0
	OPIOID SETTLEMENT RECEIPTS	0.00	0.00	4,063.24	0.0
	OPIOID SETTLEMENT FUND Revenue Totals	0.00	3.23	4,079.22	

2026

Assets

01-000-1001	OPERATING CASH - POLICE DEPT	100.00
01-000-1003	OPERATING CASH - TAX CLERK	200.00
01-000-1004	CASH - CORPORATE (STC)	9,653,879.79
01-000-1008	RESTRICTED CASH-HEALTH INSUR COLLATERAL	20,519.00
01-000-1009	RESTRICTED CASH - RMC GRANT-HYDRO STUDY	25.00
01-000-1100	ACCOUNTS RECEIVABLE	25,620.71
01-000-1101	ACCTS REC - POLICE TICKETS/CIT	10,440.00
01-000-1140	TAXES RECEIVABLE - REAL ESTATE	825,961.18
01-000-1141	TAXES RECEIVABLE - PERSONAL PROPERTY	8,395.58
01-000-1142	TAXES RECEIVABLE - PUBLIC UTILITY	100,802.70
01-000-1143	TAXES RECEIVABLE - CORPORATION	54,145.41
01-000-1200	PREPAID EXPENSE	24,191.64
01-000-1201	PREPAID INSURANCE	132,445.52
01-000-1220	LEASE RECEIVABLE	780,013.55
01-000-1230	ACCRUED INTEREST RECEIVABLE	10,838.26
01-000-1260	NOTE RECEIVABLE - GUTHRIE	113,666.27
01-000-1500	FIXED ASSETS	26,512,972.13
01-000-1504	WIP - CHILDCARE CENTER	1,366.12
01-000-1506	WIP - GATEWAY IMPROVEMENT	834,000.93
01-000-1507	WORK IN PROCESS - MISC PROJECTS	485,968.32
01-000-1508	WORK IN PROCESS - 82-84 E MAIN	10,013.09
01-000-1570	RIGHT OF USE ASSETS	588,251.69
01-000-1571	RIGHT OF USE ASSETS - INTANGIBLE	196,633.48
01-000-1580	INTANGIBLE ASSETS	206,323.69
01-000-1600	RESERVE FOR DEPRECIATION	9,491,147.14-
01-000-1605	ACCUMULATED DEPRECIATION-ROU	263,587.51-
01-000-1650	RESERVE FOR AMORTIZATION	92,845.62-
01-000-1900	DEFERRED FINANCING OUTFLOW	505,273.00
01-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	191,069.00
	Total Assets	31,445,535.79

Liabilities & Fund Balance

01-000-1655	ACCUMULATED AMORTIZATION - ROU	45,184.07
01-000-2000	ACCOUNTS PAYABLE	31,208.16-
01-000-2005	CUSTOMER REFUND	437.81-
01-000-2207	HEALTH INSURANCE WITHHELD	33,982.69-
01-000-2209	MUTUAL OF OMAHA WITHHOLDING	2,579.60-
01-000-2220	LEASE LIABILITY	335,097.34
01-000-2225	SUBSCRIPTION LIABILITY - ROU	95,100.57
01-000-2250	UNEARNED REVENUE	156,517.86
01-000-2253	UNEARNED REVENUE - ARPA	1,331,036.61
01-000-2450	DEFERRED FINANCING INFLOW	65,759.00
01-000-2451	DEFERRED FINANCING INFLOW - OPEB	184,710.00
01-000-2452	DEFERRED FINANCING INFLOW-LEASES	747,667.95
01-000-2700	COMPENSATED ABSENCES	397,717.09
01-000-2855	OPEB OBLIGATION	506,723.00
01-000-2860	NET PENSION LIABILITY	1,434,463.00
01-000-2901	BONDS PAYABLE	2,288,000.00
01-000-2905	BOND PREMIUM	253,264.50
	Total Liabilities	7,773,032.73
01-000-3000	INVESTED IN FIXED ASSETS	14,712,902.00
01-000-3200	FUND BALANCE	5,684,750.62
	Total	20,397,652.62

Audit Adjustments for the year ending 06/30/25 are incomplete.

2026

Revenue	4,698,010.90
Less Expenses	2,578,875.49
Net	<hr/> 2,119,135.41
Total Fund Balance	<hr/> 22,516,788.03
Total Liabilities & Fund Balance	<hr/> 30,289,820.76

2026

Assets		
02-000-1000	CASH	1,080,788.84
02-000-1030	RESTRICTED CASH - WATERSHED IMPROVE	55,411.06
02-000-1100	ACCOUNTS RECEIVABLE	710.03
02-000-1102	WATER ACCOUNTS RECEIVABLE	100,082.64
02-000-1115	SERVLINE FEES RECEIVABLE	3,301.56
02-000-1140	INTEREST RECEIVABLE - WATER	203.16
02-000-1201	PREPAID INSURANCE	49,778.51
02-000-1500	FIXED ASSETS	4,095,203.29
02-000-1520	WORK IN PROGRESS	206,286.03
02-000-1570	RIGHT OF USE ASSETS	140,277.91
02-000-1600	RESERVE FOR DEPRECIATION	2,984,026.14
02-000-1605	ACCUMULATED DEPRECIATION-ROU	54,602.29
02-000-1900	DEFERRED FINANCING OUTFLOW	90,253.00
02-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	31,845.00
	Total Assets	<u>2,815,512.60</u>

Liabilities & Fund Balance

02-000-2000	ACCOUNTS PAYABLE	83,216.32
02-000-2207	HEALTH INSURANCE WITHHELD	6,534.63
02-000-2220	LEASE LIABILITY	88,475.40
02-000-2450	DEFERRED FINANCING INFLOW	11,747.00
02-000-2451	DEFERRED FINANCING INFLOW - OPEB	30,785.00
02-000-2700	COMPENSATED ABSENCES	110,817.38
02-000-2855	OPEB OBLIGATION	84,454.00
02-000-2860	NET PENSION LIABILITY	256,226.00
	Total Liabilities	<u>492,753.83</u>
02-000-3000	INVESTED IN FIXED ASSETS	1,314,663.00
02-000-3250	FUND BALANCE	<u>753,091.24</u>
	Total	<u>2,067,754.24</u>
	Revenue	675,044.24
	Less Expenses	<u>538,523.72</u>
	Net	<u>136,520.52</u>
	Total Fund Balance	<u>2,204,274.76</u>
	Total Liabilities & Fund Balance	<u>2,697,028.59</u>

2026

Assets

03-000-1000	CASH	795,416.80
03-000-1040	BAY RESTORATION FUND CASH	75,492.14
03-000-1041	CSO CASH	900,262.62
03-000-1100	ACCOUNTS RECEIVABLE	50,943.00
03-000-1103	SEWER ACCOUNTS RECEIVABLE	113,537.91
03-000-1120	BAY RESTORATION FUND RECEIVABLE	15,457.91
03-000-1121	CSO SURCHARGE RECEIVABLE	33,394.40
03-000-1141	INTEREST REC - CSO SURCHARGE	2,647.93
03-000-1142	INTEREST RECEIVABLE - SEWER	417.63
03-000-1201	PREPAID INSURANCE	26,057.74
03-000-1500	FIXED ASSETS	28,294,006.47
03-000-1538	WIP - PHASE X-A	1,561,034.39
03-000-1539	WIP - PHASE X-B	146,754.99
03-000-1540	WIP - PHASE X-C	159,743.40
03-000-1541	WIP - PHASE IX-D	340,377.25
03-000-1542	WIP - PHASE VIII-C	350,737.68
03-000-1570	RIGHT OF USE ASSETS	86,933.24
03-000-1600	RESERVE FOR DEPRECIATION	10,300,066.20-
03-000-1605	ACCUMULATED DEPRECIATION-ROU	23,182.20-
03-000-1900	DEFERRED FINANCING OUTFLOW	71,776.00
03-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	26,537.00
	Total Assets	<u>22,728,280.10</u>

Liabilities & Fund Balance

03-000-2000	ACCOUNTS PAYABLE	113,839.23-
03-000-2207	HEALTH INSURANCE WITHHELD	6,299.35-
03-000-2220	LEASE LIABILITY	66,362.62
03-000-2450	DEFERRED FINANCING INFLOW	9,341.00
03-000-2451	DEFERRED FINANCING INFLOW - OPEB	25,654.00
03-000-2700	COMPENSATED ABSENCES	105,127.59
03-000-2855	OPEB OBLIGATION	70,378.00
03-000-2860	NET PENSION LIABILITY	203,770.00
03-000-2900	NOTES PAYABLE	<u>192,910.41</u>
	Total Liabilities	553,405.04
03-000-3000	INVESTED IN FIXED ASSETS	18,618,002.00
03-000-3200	FUND BALANCE	<u>1,799,175.99</u>
	Total	20,417,177.99
	Revenue	1,407,664.00
	Less Expenses	<u>589,938.83</u>
	Net	<u>817,725.17</u>
	Total Fund Balance	<u>21,234,903.16</u>
	Total Liabilities & Fund Balance	<u>21,788,308.20</u>

2026

Assets		
04-000-1000	CASH	1,421,504.18
04-000-1130	SURCHARGE INTEREST RECEIVABLE	3,999.20
04-000-1131	WATER SURCHARGE RECEIVABLE	69,337.10
04-000-1500	FIXED ASSETS	28,467,670.69
04-000-1540	LAND	164,021.96
04-000-1600	RESERVE FOR DEPRECIATION	20,222,047.29
	Total Assets	<u>9,904,485.84</u>
Liabilities & Fund Balance		
04-000-2000	ACCOUNTS PAYABLE	86.93-
04-000-2250	UNEARNED REVENUE	7,207.62
04-000-2900	NOTES PAYABLE	<u>2,038,615.59</u>
	Total Liabilities	2,045,736.28
04-000-3000	INVESTED IN FIXED ASSETS	5,951,050.00
04-000-3250	FUND BALANCE	<u>953,224.56</u>
	Total	6,904,274.56
	Revenue	359,351.45
	Less Expenses	<u>44,470.63</u>
	Net	314,880.82
	Total Fund Balance	<u>7,219,155.38</u>
	Total Liabilities & Fund Balance	<u>9,264,891.66</u>

2026

Assets		
05-000-1000	CASH	159,733.97
05-000-1100	ACCOUNTS RECEIVABLE	50.00
05-000-1135	TRASH & GARBAGE RECEIVABLE	54,738.26
05-000-1140	INTEREST RECEIVABLE - TRASH	4,911.26
05-000-1201	PREPAID INSURANCE	9,582.59
05-000-1500	FIXED ASSETS	596,937.03
05-000-1600	RESERVE FOR DEPRECIATION	373,223.90-
05-000-1900	DEFERRED FINANCING OUTFLOW	43,350.00
05-000-1910	DEFERRED FINANCING OUTFLOW - OPEB	<u>15,922.00</u>
	Total Assets	<u>512,001.21</u>

Liabilities & Fund Balance

05-000-2000	ACCOUNTS PAYABLE	2,128.55
05-000-2207	HEALTH INSURANCE WITHHELD	1,658.74-
05-000-2450	DEFERRED FINANCING INFLOW	5,642.00
05-000-2451	DEFERRED FINANCING INFLOW - OPEB	15,392.00
05-000-2700	COMPENSATED ABSENCES	29,318.47
05-000-2855	OPEB OBLIGATION	42,227.00
05-000-2860	NET PENSION LIABILITY	<u>123,069.00</u>
	Total Liabilities	216,118.28
05-000-3000	INVESTED IN FIXED ASSETS	223,712.00
05-000-3200	FUND BALANCE	<u>14,772.24-</u>
	Total	208,939.76
	Revenue	223,166.68
	Less Expenses	<u>134,482.42</u>
	Net	88,684.26
	Total Fund Balance	<u>297,624.02</u>
	Total Liabilities & Fund Balance	<u>513,742.30</u>

2026

Assets	
07-000-1000	CASH
	<u>31,725.71</u>
	<u><u>31,725.71</u></u>
Liabilities & Fund Balance	
	Total Liabilities
	0.00
07-000-3200	FUND BALANCE
	<u>31,687.19</u>
	<u><u>31,687.19</u></u>
	Revenue
	Less Expenses
	Net
	<u>13.37</u>
	<u><u>0.00</u></u>
	<u>13.37</u>
	Total Fund Balance
	<u>31,700.56</u>
	<u><u>31,700.56</u></u>
	Total Liabilities & Fund Balance

2026

Assets	
08-000-1000	CASH
	<u>35,718.76</u>
	<u><u>35,718.76</u></u>
Liabilities & Fund Balance	
	Total Liabilities
	0.00
08-000-3200	FUND BALANCE
	<u>23,483.08</u>
	<u><u>23,483.08</u></u>
Revenue	4,079.22
Less Expenses	0.00
Net	<u>4,079.22</u>
Total Fund Balance	<u>27,562.30</u>
Total Liabilities & Fund Balance	<u><u>27,562.30</u></u>

CITY OF FROSTBURG
MONTHLY REPORT - TAXES
FOR THE MONTH ENDING NOVEMBER 30, 2025

Tax Type - Year	Principal Receivable at 10/31/25	Billings		Receipts		Abatements/ Adjustments		Principal Receivable at 11/30/25
				Principal	Interest			
Real Estate - 20/21	\$ 237.32	\$	-	\$	-	\$	-	\$ 237.32
Real Estate - 21/22	244.30		-	-	-	-	-	244.30
Real Estate - 22/23	244.30		-	-	-	-	-	244.30
Real Estate - 23/24	30,548.47		-	417.86	229.25	-	-	30,130.61
Real Estate - 24/25	98,418.08		-	2,292.77	439.70	-	-	96,125.31
Real Estate - 25/26	739,781.09		-	36,282.55	644.92	-	-	703,498.54
Real Estate - overpayments	(4,556.64)		-	-	-	-	-	(4,556.64)
Real Estate Total	<u>\$ 864,916.92</u>	\$	-	<u>\$ 38,993.18</u>	<u>\$ 1,313.87</u>	\$	-	<u>\$ 825,923.74</u>
Personal Prop - 23/24	\$ 1,402.28	\$	-	\$	-	\$	-	\$ 1,402.28
Personal Prop - 24/25	2,234.25		-	-	-	(583.20)	-	1,651.05
Personal Prop - 25/26	1,846.65		3,495.60	-	-	-	-	5,342.25
Personal Property	<u>\$ 5,483.18</u>	\$	<u>3,495.60</u>	\$	-	\$	(583.20)	<u>\$ 8,395.58</u>
Public Utility - 25/26	<u>\$ 54.90</u>	\$	<u>100,747.80</u>	\$	-	\$	-	<u>\$ 100,802.70</u>
Corporation - 21/22	\$ 27.80	\$	-	\$	-	\$	-	\$ 27.80
Corporation - 22/23	3,523.86		-	-	-	-	-	3,523.86
Corporation - 23/24	7,981.80		-	-	-	-	-	7,981.80
Corporation - 24/25	10,973.25		-	1.73	0.21	-	-	10,971.52
Corporation - 25/26	38,747.21		1,771.20	8,877.98	12.82	-	-	31,640.43
Corporation Total	<u>\$ 61,253.92</u>	\$	<u>1,771.20</u>	\$	<u>8,879.71</u>	\$	<u>13.03</u>	<u>\$ 54,145.41</u>
NST - Returned Check Fee	<u>\$ 60.00</u>	\$	<u>30.00</u>	\$	<u>30.00</u>	\$	-	<u>\$ 60.00</u>
Total	<u>\$ 931,768.92</u>	\$	<u>106,044.60</u>	\$	<u>47,902.89</u>	\$	<u>1,326.90</u>	<u>\$ (583.20)</u>
								<u>\$ 989,327.43</u>

'CITY OF FROSTBURG

Parks and Rec Monthly report

For the Month of November 2025

Submitted by: Gene Bittinger maintenance Supervisor

November 3 2025

Checked parks

Took appliances back to East End

Worked on Sowers Concession stand

Took zeros back to Glendening and brought two back to the shop for service

November 4 2025

Checked parks

Worked on rain barrels at the Arboretum

Worked at Sowers concession stand

Measured buildings for insurance

Picked up supplies

November 5 2025

Checked parks

Worked on the new Sowers Concession stand

Cleaned up after the food give away

Checked a toilet at the Community Center

November 6 2025

Checked parks

Worked on the new Sowers Concession stand

November 7 2025

Checked parks

Put Food Pantry steel and lumber away

Unloaded steel for Sowers Concession stand ceiling

Put elevator inspection paper in

Painted at the Day Care Center

Brought extra steel lumber back to shop from Sowers Concession stand

Got Sowers Concession stand ready for concrete

Took scaffolding to City Place

November 10 2025

Checked parks

Poured the floor in new Sowers Concession stand

Winterized Field 8 and field 5 bathrooms

Serviced zero mowers

November 11 2025

Holiday

November 12 2025

Checked parks

Went to the Staff meeting

Worked on new Sowers Concession stand

Worked on City Place furnace

Checked receptacles at City Place parking lot

Removed a tree from Glendening walking trail

November 13 2025

Checked parks

Worked on new Sowers Concession stand

Brought ice maker back to the shop from Hoffman

Put extra steel away from Sowers Concession stand

Cut lock off for Police Dept.

November 14 2025

Checked parks

Meant with Brian

Mulched leaves at Hoffman park

Brought Santa's sleigh to Armstrong.s insurance

Fixed faucet at the Day Care Center

November 17 2025

Checked parks

Meant with Hayden

Hung Story book Holiday banners

Took Oger to City Hall

Checked electric boxes out at City place parking lot

Picked up new leaf blower

November 18 2025

Checked parks

Worked on the new Sowers Concession stand

Hauled material from rental building

Cleaned up in the shop

Fixed sign at the intersection

Unloaded tool boxes for Hayden

November 19 2025

Checked parks

Unloaded and arranged plumbing and hardware from rent all

Loaded the rest of the rent all material

Fueled truck 40

November 20 2025

Checked parks

Hauled scrap to junk yard

Had tire replaced on truck 41

Cleaned leaves up at the gym entrance

Changed timer on gym lights
November 21 2025
Hung wreaths on main street
November 24 2025
Checked parks
Meant with Brian
Rewired receptacles at lower City Place parking lot
Patched City Place parking lot
Brought bleachers to the shop for Story book holiday
November 25 2025
Checked parks
Put Christmas cridders out
Got snow plows out
Got wreaths from ST Mike.s
Hung snow machine at City Place

CITY OF FROSTBURG

Monthly Report: Street Department
For the Month of: November 2025
Submitted by: Shane Elliott & Ryan Whitaker

November 1, 2025– Saturday

November 2, 2025 – Sunday

November 3, 2025 – Monday

- Checked and emptied out city trash cans on Main Street
- Picked up yard waste all over town
- Removed litter on Main Street and cleaned up broken glass
- Installed handicap signage on Spring Street
- Checked all sewer pumping stations – Ran weekly tests on systems
- Marked miss utility tickets and checked them in on computer
- Changed out monthly report and made new one
- Removed rust and painted plow on Truck 8
- Picked up deliveries from over at MDE
- Installed new strobe light on blacktop roller
- Cleaned up a few oil spots on garage floor
- Repaired dehumidifier at Centennial pump station
- Took the rest of the invoices to city hall to be paid
- Organized power tool batteries and rest of locker room
- Cleaned catch basin grates and inlets around town
- Placed an order with Lawson for some hydraulic fittings and other hardware

P.2

November 4, 2025 – Tuesday

- Picked up garbage route on west end of town
- Rewired main light bar for the one-ton dump truck #5
- Started measuring inverts and outfalls of sewer/storm main on Braddock Road for the State Highway
- Replaced broken sign post on Main Street
- Marked miss utility tickets and checked them in on computer
- Removed litter off Main Street
- Checked all sewer pumping stations
- Replaced missing street sign Spring Street
- Had phone conference with Cintas Representative
- Contacted homeowner to discuss sewer tap and cleanout locations
- Picked up litter all over town due to windy conditions
- Greased fittings on all bobcat attachments
- Removed glass and debris in roadway on Village Parkway
- Had Mosh and safety meeting in lunch room with employees
- Removed dead animal in roadway on College Avenue
- Troubleshooted electrical issues at sewer pumping station

November 5, 2025 – Wednesday

- Picked up garbage route on east end of town
- Worked on installing new auger bearing on Truck 5 salt spreader
- Finalized the winter month call out list
- Checked all sewer pumping stations
- Set up tax exempt account at Rural King
- Marked miss utility tickets and checked them in on computer
- Picked up supplies from Tractor Supply and Rural King
- Removed litter and debris off Main Street
- Loaded up pump and valve assemblies and took to Piney Dam
- Measured more depths of manhole and catch basins on Braddock Road
- Cleaned up broken glass in roadway South Broadway
- Picked up trash debris in roadway on Broadway
- Fixed plumbing issues in restroom
- Put deliveries away
- Straightened sign post that had been struck
- Removed a few tree limbs in roadways from windy conditions

P.3

November 6, 2025 – Thursday

- Picked up garbage route in center section of town
- Dismantled construction fencing on Main Street and hauled back to shop
- Checked all sewer pumping stations
- Ran sewer camera in several locations to inspect for issues
- Marked miss utility tickets and checked them in on computer
- Unloaded fence panels and put behind salt dome in storage area
- Removed litter off Main Street
- Took more measurements of manholes on Braddock Road for sidewalk project
- Washed off all sewer camera equipment after use
- Mapped out locations and depths of manholes of Braddock Road onto paper
- Started repairs on chevy one ton dump truck rear issues
- Trimmed trees in alleyways where needed and around street signage

November 7, 2025 – Friday

- Worked on issues on chevy one ton dump truck
- Checked all sewer pumping stations
- Picked up parts from O'Reilly Auto Parts
- Adjusted speed trap sign on Washington Street
- Removed litter off Main Street
- Marked miss utility tickets and checked them in on computer
- Checked and emptied all city trash cans where needed
- Took both garbage trucks to landfill
- Worked on pump issues at Hoffman Pumping Station
- Picked up supplies from Lowes Home Center
- Swept out all garage bays and emptied out shop trash cans
- Cleaned lunch room and rest room
- Removed tree limb form roadway due to a complaint

November 8, 2025 – Saturday

November 9, 2025 – Sunday

P.4

November 10, 2025 – Monday

- Picked up Tuesdays' trash route due to holiday
- Moved and organized snow plows in parking lot
- Checked and emptied city trash cans on Main Street
- Removed litter on Main Street
- Installed new wipers on Truck 10
- Checked all sewer pumping stations - Ran weekly tests on systems
- Picked up parts from Carquest and Oreily's
- Marked miss utility tickets and checked them in on computer
- Removed seized lug nuts and installed new ones on Truck 5
- Picked up packages that were delivered to City Hall
- Added winter fuel treatment to all equipment stored outside
- Put away delivery of spreader bearings
- Organized sewer camera systems and attachments
- Finished assembling salt spreader motor and auger on Truck 5
- Took bills and invoices to be paid to City Hall

November 11, 2025 – Tuesday – Veterans Day

- Called out to salt streets

November 12, 2025 – Wednesday

- Picked up garbage route on east end of town
- Checked all sewer pumping stations
- Picked up package that was delivered next door to MDE
- Marked miss utility tickets and checked them in on computer
- Dropped off package to City Hall
- Cleaned off multiple catch basins around town
- Marked several Emergency Miss Utility tickets
- Used vac truck to help water dept. with water leak on Braddock Road
- Tightened chains on Truck #6
- Washed off wheel loader after use
- Removed litter and tree limbs in roadways due to windy conditions
- Picked up traffic barrels from new city lot
- Emptied and cleaned out vac truck over at dump site
- Removed dead animal from Main St.

P.5

November 13, 2025 – Thursday

- Picked up garbage route in center section of town
- Used catch vac to assist water dept on Broadway
- Removed litter off Main Street
- Marked miss utility tickets and checked them in on computer
- Cleaned up leaves from numerous spots around town
- Replaced batteries in a few garage door openers
- Checked all sewer pumping stations
- Emptied and cleaned out Catch Vac over at Dump Site
- Picked up parts from Oreilly's
- Filled Catch Vac with fuel and water after use
- Straightened sign post on Grandview Dr.
- Removed dead limb overhanging sidewalk on Main St.
- Loaded Truck #11 with antiskid and took it out to check spreader setting
- Replaced street signs on Shaw St. at Centennial
- Emptied and cleaned off Truck #11 after test

November 14, 2025 – Friday

- Finished picking up Thursday's trash route due to landfill closure
- Emptied all city trash cans where needed on Main Street
- Assisted Water Dept. with Vac Truck on water leak
- Checked on curbing complaint on Ormand St.
- Opened manholes in several locations to measure depth for line replacement
- Checked all sewer pumping stations
- Put away delivery from International Truck Parts
- Emptied out all shop trash cans
- Investigated sewer complaint on Frost Ave.
- Cleaned rest room and lunch room
- Marked miss utility tickets and checked them in on computer
- Emptied out Catch Vac over at dump site
- Fueled up and added water to Jetter after use

November 15, 2025 – Saturday

November 16, 2025 – Sunday

P.6

November 17, 2025 – Monday

- Picked up Yard Waste all around town
- Checked and emptied City trash cans where needed
- Turned bills and invoices into City Hall
- Marked miss utility tickets and checked them in on computer
- Picked up packages that were delivered to MDE
- Repaired NO PARKING sign on Grandview DR.
- Cleared debris in roadway on Banard St.
- Put away Kimball Midwest and Amazon orders
- Checked side walk complaint and straightened meter post on Water Street
- Trimmed overhanging limbs over sidewalk on Bowery St.
- Added hub oil to axle on Truck 6
- Organized tools in toolbox and oiled air tools
- Cleaned debris off catch basin grates where needed
- Placed order for meter post pipe at Rubys
- Disinfected kitchen and breakroom areas
- Cleaned out Crack Sealer and winterized for the season

November 18, 2025 – Tuesday

- Picked up garbage route on west end of town
- Fixed hydraulic leak on garbage truck
- Marked miss utility tickets and checked them in on computer
- Drilled sidewalk and installed new meter post for Christmas sidewalk display
- Mixed concrete and poured around post after installation
- Checked all sewer pumping stations – Ran weekly tests on all systems
- Set up cones and caution tape around work zone
- Replaced missing street sign on College Ave.
- Placed order for new core bit and other supplies
- Cleaned off all concrete tools and drill after use
- Used vactor truck to remove excess amounts of leaves from behind community center
- Took both garbage trucks to landfill
- Repaired damaged traffic mirror on Mechanic Street
- Attended sale meeting at the old Frostburg Rent All building
- Drained water from diesel safety tanks
- Cleaned debris and litter from roadway in several locations
- Removed dead animal in roadway due to complaint on Depot Street

P.7

November 19, 2025 – Wednesday

- Picked up garbage route on east end of town
- Marked miss utility tickets and checked them in on computer
- Picked up supplies from Lowes Home Center
- Checked all sewer pumping stations
- Picked up traffic cones from insurance building and city parking area
- Removed litter off Main Street where visible
- Finished meter and post installation on Water Street
- Washed off dump truck that water department had been using for leaks
- Removed broken up concrete sidewalk and poured new concrete on Water Street
- Coned off work area and ran caution tape for more safety
- Emptied out debris from dump truck and cleaned out truck bed
- Installed new wire wheel on bench grinder
- Washed off all concrete tools after use
- Filled out safety inspection tickets on fire extinguishers
- Adjusted lift chain for plow on Truck 6

November 20, 2025 – Thursday

- Picked up garbage route in center section of town
- Removed cones and other traffic safety devices from work site on Water St.
- Discussed with City Administrator about replacing retiring employee
- Used Backhoe to bring back new pipe rack from Frostburg Rental
- Spread gravel over area where pipe was laying in yard
- Transferred all pipe inventory and organized onto new pipe rack for storage
- Cleaned out beds of work trucks for Christmas wreaths later tonight
- Removed litter on Main Street
- Emptied out all trash cans in garage area
- Marked miss utility tickets and checked them in on computer
- Put Napa delivery away as it arrived
- Ran sewer camera to check for any issues on South Broadway
- Checked all sewer pumping stations
- Washed off all sewer camera equipment after use
- Had a few employees work throughout the night installing Christmas Wreaths

P.8

November 21, 2025 – Friday

- Replaced missing stop sign and straightened sign post
- Marked miss utility tickets and checked them in on computer
- Ran sewer camera to inspect sewer main on Water Street
- Checked on a sewer complaint on Grandview Drive
- Took invoices to be paid to city hall
- Checked all sewer pumping stations
- Removed dead animal in roadway on Center Street
- Emptied all city trash cans on Main Street where needed
- Popped manholes to check for any flow issues in troublesome areas
- Cleaned lunch room and rest room
- Trimmed overhanging tree limb from roadway
- Checked on catch basin complaint to see if any modifications are needed
- Emptied out all shop trash cans
- Washed off all sewer camera equipment after use

November 22, 2025 – Saturday

November 23, 2025 – Sunday

November 24, 2025 – Monday

- Set out traffic safety cones on Main Street for tree installation
- Continued graveling laydown yard along parking lot
- Marked miss utility tickets and checked them in on computer
- Unloaded and trimmed Christmas tree base before installation
- Set up and decorated Christmas tree in St Micheals courtyard
- Checked all sewer pumping stations – Ran weekly tests on systems
- Removed litter on Main Street, Broadway, Bowery and Center Street
- Inspected several sewer manholes around town with camera system
- Picked up all traffic cones on Main Street after use
- Used rolled to level off and compact work area in laydown yard
- Checked and emptied all city trash cans where needed
- Washed off camera system after use
- Took man basket off bobcat and put back into storage
- Picked up a delivery over at Ruby's Welding Shop

P.9

November 25, 2025 – Tuesday

- Picked up west end of town garbage route
- Used skid steer with jack hammer to assist Water Dept. on a leak
- Straightened side plates and tailgate latches on Truck #14
- Checked all sewer pumping stations
- Decorated Christmas tree at Mountain Ridge
- Washed off a couple work truck
- Had meeting up Piney Dam over possible new well site – walked projected sites and discussed any issues that might arise
- Marked miss utility tickets and checked them in on computer
- Had two tires installed on rims at Smitty's Tire Shop
- Removed litter on Main Street
- Marked emergency miss utility ticket for water leak
- Checked CSO sites before the end of the day due to rain event
- Reinstalled rear tires on dump truck after having tires mounted
- Met with Police Dept. over what is needed for tree lighting ceremony
- Replaced leaking transmission cooler lines on Truck #14

November 26, 2025 – Wednesday

- Picked up east end of town garbage route
- Used backhoe to assist Rec. Dept. with wreath installation at City Place
- Installed missing street sign on Washinton Street
- Removed litter off Main Street
- Cleaned debris from catch basin grates around town where needed
- Uninstalled folks off backhoe and reattached front bucket
- Checked all sewer pumping stations
- Used sewer camera to locate service line
- Marked miss utility tickets and checked them in on computer
- Uninstalled man basket from backhoe after use
- Went through traffic control inventory for Tree Lighting Ceremony
- Checked all CSO locations and made a report
- Washed off camera equipment after use
- Took both garbage trucks to landfill before the end of the day
- Made sure all snow removal equipment was ready for Holiday weekend
- Removed debris and glass in roadway on Mian Street

P.10

November 27, 2025 – Thursday – Thanksgiving Day

November 28, 2025 – Friday - American Indian Heritage Day

November 29, 2025 – Saturday

November 30, 2025 – Sunday

City of Frostburg

Monthly Report: Water Department

For the Month of November, 2025

Submitted by: Jim Williams, Supervisor

November 3, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Final readings W. Main St. & Bowery St.
- Checked fire hydrant State St. hit by car over weekend
- Ordered repair parts for fire hydrant
- Removed temporary drain pipe @ W. T. P.

November 4, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Cleaned the shop
- Hauled trash away
- Turned water off E. Main St. for plumber
- Obtain data log Bowery St.
- Turned water back on E. Main St.

November 5, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Turn water off for nonpayment
- Read monthly master meters
- Read monthly meter readings
- Turn water back on nonpayment

November 6, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets

- Installed new air release valve on transmission line from piney dam

November 7, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Final reading Park Ave.
- Fixed rear entry gate @ shop
- Unloaded truck from core & main

November 10, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Missed Utility Tickets
- Checked water leak Braddock Rd.
- Installed new side boards & mud flap on dump truck

November 11, 2025 City Holiday

November 12, 2025

- Marked Miss Utility Tickets
- Checked Pumps @ Crestview Pump Station
- Repaired an $\frac{3}{4}$ -inch service line Braddock Rd.
- Reread 7-meters due to high/low usage
- Saw cut sidewalk to install new curb box & rod Broadway
- Final reading Cemetery Rd.

November 13, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Installed new curb box & rod Broadway
- Installed new meters Espy Ave. & S. Water St.
- Final reading Pine St.
- Checked water leak Armstrong Ave. Homeowners service line
- Assisted with installing pump @ Crestview Pump Station
- Repaired water meter Spring St.

November 14, 2025

- Checked Pumps @ Crestview Pump Station

- Marked Miss Utility Tickets
- Repaired a 6"-water main Barnard St.
- Turn water on Cemetery Rd.

November 17, 2025

- Checked Pumps @ Crestview Pump Station
- Marked Miss Utility Tickets
- Changed meters Albert Ave. Green St. McCulloh St. Park St. and Shaw St.
- Data log Bowery St.
- Pick-up dump truck from Ruby's

November 18, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Cleaned shop hauled trash away
- Turned water on Broadway

November 19, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Obtained data log E. Main St.
- Repaired hydrant State St
- Final reading Park St and Wood St.
- Repaired meter E. Main St

November 20, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Worked on lights on dump Truck
- Moved pipe around behind shop

November 21, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Assisted with hanging up Christmas Decorations
- Turn water off for plumber Armstrong Ave.

November 24, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Flushed fire hydrants
- Final reading W. Mechanic St.

November 25, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Repaired an 8"-water main E. College Ave. Installed 10'-of pipe & 2-hy whole
- Flushed fire hydrants

November 26, 2025

- Checked pumps @ Crestview Pumping Station
- Marked Miss Utility Tickets
- Final readings First St., Linden St, & Pine St.
- Assisted contractor with getting E. College Ave. & Rt.40 ready for blacktopping-water- leaks
- Turn water on Allegany St. was off for nonpayment

November 27, 2025 -City Holiday

November 28, 2025 -City Holiday

CITY OF FROSTBURG

Monthly Report: Police Department

For the Month of: November 2025

Submitted by: PCO II Charon Clark & Chief Nicholas Costello

IDENTIFIED INCIDENTS & COMPLAINTS for the Month

	2024	437	2025	552
ARRESTS			On-View/Citations	5
			Warrants Served/Obtained	3
			Summons Served	2
			Juvenile Arrests & Citations	1
			TOTAL	11
C3I INVESTIGATIONS			Cases	2
COMMUNITY POLICING			Logged Activities	6
PARKING			Parking Violations	1
PUBLIC SERVICE			Well-Being Checks	15
			Emergency Petitions	0
			Assist Other Agency	16
			Request for Officer	16
			Follow-Ups	11
			Disturbance (Multiple Inc. Types)	37
TRAFFIC			M/V Crashes	4
			Traffic Details	35
			DWI/DUI Arrests	3
TRAFFIC STOPS			Total Number of Stops	68
			Citations	26
			Warnings	58
			SEROS	0
COLLECTIONS			Parking Meter Fines	\$0.00
			Other Parking Fines	\$120.00
			Parking Meter Collections	\$0.00
			Municipal Infractions Paid	\$0.00
			Parking Permits	\$0.00
			Miscellaneous	\$30.00
			Park Mobile	\$0.00
			TOTAL	\$150.00

Respectfully Submitted,

Nicholas J. Costello
Chief of Police



CITY OF FROSTBURG

Adam Ritchey

Commissioner of Public Works

Garbage and Special Collections for 2026

Christmas Tree Curbside Collections

The City will provide curbside collection of **clean** Christmas Trees on Monday, January 5, 2026 and Monday, January 12, 2026.

Regular Garbage Collection

For collection dates falling on these holidays:

New Year's Day – Thursday, January 1 garbage will be collected on Friday, January 2.

Veterans Day - Wednesday, November 11 garbage will be collected on Friday, November 13.

Thanksgiving - Thursday, November 26 garbage will be collected on Monday, November 30.

Christmas Eve – Thursday, December 24 garbage will be collected on Monday, December 28.

Yard Waste Collection

Second Monday of each month beginning on April 13 through September 14

Monday, October 5 and Monday, October 19

Monday, November 2 and Monday, November 16

Residents are reminded that yard waste must be set out on the curbside in either biodegradable paper yard waste bags or reusable cans.

Bulk Clean Up

Annual Bulk Pickup will be held on Tuesday, May 19, Wednesday, May 20, and Thursday, May 21 (Note this is the week prior to Memorial Day). Collections will be on the same day as normal garbage collections. The Bulk Pickup is provided for **only City residential garbage customers**. Commercial or dumpster customers are not eligible.

The Street Department will **NOT PICK UP** appliances with Freon-based refrigerants, tires, batteries, televisions or computer monitors with “picture tubes”, paint or other chemicals or hazardous materials.

Notes:

1. Collections subject to weather conditions or unrelated emergencies.
2. All approved requirements apply for each type of waste.
3. Special Pick Ups can be arranged for a pre-paid fee.
 - a. View the current municipal fees at <https://tinyurl.com/FrostburgFee>.

For More Information Call City Hall at 301-689-6000 or the Street Department at 301-689-6111.

ORDINANCE 2026 - 01

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF FROSTBURG ENTITLED “AN ORDINANCE TO AMEND THE CITY’S ZONING ORDINANCE BY ADDING THE ARTISAN/SMALL-SCALE MANUFACTURING LAND USE AS A PERMITTED USE IN ALL RESIDENTIAL DISTRICTS, AND CHANGING THE CLASSIFICATION OF THAT USE FROM A SPECIAL EXCEPTION USE TO PERMITTED USE IN ALL COMMERCIAL DISTRICTS.”

WHEREAS, the City of Frostburg is a municipal corporation of the State of Maryland, organized and operating under a charter (“Charter”) adopted in accordance with the laws of the State of Maryland;

WHEREAS, Article V, Sections 501 and 502 of the Charter empower the City of Frostburg to regulate matters of zoning within the City.

WHEREAS, the City of Frostburg Zoning Ordinance (the “Zoning Ordinance”) is set forth in Appendix A of the Frostburg Code.

WHEREAS, artisan/small-scale manufacturing uses are defined and described in Section 8.2 of the Zoning Ordinance.

WHEREAS, presently, artisan/small-scale manufacturing uses are not permitted in residential zoning districts, and they are special exception uses in commercial zoning districts;

WHEREAS, to promote economic development opportunities, the Department of Community Development proposed amending the Zoning Ordinance to allow such uses as special exception uses in all residential districts and as permitted uses in all commercial districts.

WHEREAS, the Frostburg Planning Commission reviewed the proposed amendments at its November 12, 2025 public meeting and voted to recommend that the Mayor and Council adopt them;

WHEREAS, a public hearing on this Ordinance was held on the _____ day of January, 2026, during the City’s regular monthly meeting; and

WHEREAS, the Mayor and City Council reviewed the Planning Commission’s recommendations and, having considered the testimony at the public hearing, if any, adopt them as set forth hereinafter.

NOW, THEREFORE:

SECTION 1: BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF FROSTBURG that Part 3 of Appendix A of the City Code (the Primary District Regulations) is

amended by adding subsections 3.1.C(8), 3.2.C.(17), 3.3.C.(17), 3.4.C.(17), 3.5.C.(18), 3.6.C.(9), 3.7.B.(22), 3.8.B.(37), 3.9.B.(33) and 3.10.B(12) to its terms, each of which shall state: "Artisan/small-scale manufacturing in accordance with Section 8.2".

SECTION 2: BE IT FURTHER ORDAINED that Sections 3.7.C.(11), 3.8.C.(12), 3.9.C.(16), and 3.10.C.(9) of Appendix A of the City Code are deleted in their entirety.

SECTION 3: BE IT FURTHER ORDAINED that the first Use Regulation Table (for residential uses) at the beginning of Part 3 of the Zoning Ordinance is amended to include a new row for artisan/small-scale manufacturing uses at the end of the table, to provide as follows:

Use Description	Zoning Districts										
	R1*	R2*	R2-A*	R3	R4*	RO	C1	C2	C3	C4	T-LI
Residential											
....											
Artisan/Small-Scale Manufacturing	SE	SE	SE	SE	SE	SE	P	P	P	P	

SECTION 4: BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF FROSTBURG that this Ordinance shall take effect twenty (20) days from the date of its passage.

Passed this _____ day of _____, 2026.

Introduced: _____

Public Hearing: _____

Adopted: _____

Effective: _____

Todd Logsdon, Mayor of The City of
Frostburg

ATTEST

Patrick O'Brien, City Administrator of The
City of Frostburg

RESOLUTION 2025-59

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING THE REAPPOINTMENT OF A MEMBER OF THE FROSTBURG BOARD OF ZONING APPEALS.

WHEREAS, the City of Frostburg has a number of Boards and Commissions established for specific purposes; and,

WHEREAS, certain vacancies and expired terms have been identified on the Frostburg Board of Zoning Appeals; and,

WHEREAS, staff have verified the interest of certain residents or, where appropriate, technical specialists, for appointment to these Boards and Commissions.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland hereby approve the reappointment of Julia Williams to the Frostburg Board of Zoning and Appeals for a 3-year term beginning December 16, 2025, and expiring December 16, 2028.

ADOPTED, this 16th day of December, 2025.

Frostburg Mayor and Council

BY _____

Todd J. Logsdon, Mayor

Attest:

Patrick O'Brien, City Administrator



City of Frostburg

Memorandum

Todd J. Logsdon
Mayor

To: Mayor, City Council, and Patrick O'Brien, City Administrator
From: Jamie Klink, Planner *JK*
Date: November 25, 2025
Re: BOZA Appointment

Commissioners

Donald L. Carter, Jr.
*Commissioner of
Finance*

The Frostburg Board of Zoning Appeals currently has a position that is due to expire on December 15, 2025. Board member Julia Williams has indicated that she is willing to serve another three year term. Ms. Williams has represented the City of Frostburg with distinction and expertise as a zoning appeals board member, and her service to our community has been invaluable to the positive growth and development of the City of Frostburg.

Kevin G. Grove
*Commissioner of
Public Safety*

Staff recommends that Ms. Williams be reappointed to a new three year term, beginning December 16, 2025 and expiring December 16, 2028.

Please provide staff with recommendations for the Board of Zoning Appeals vacancy, request staff to solicit letters of interest, or reappoint the current member listed above during your December Mayor and Council meeting.

The Mayor and Council have the authority to appoint individuals of their choice to this board.

Nina Forsythe
*Commissioner of
Water, Parks and
Recreation*

If you have any questions or concerns please contact me at your convenience.

Adam Ritchey
*Commissioner of
Public Works*

Patrick O'Brien
City Administrator

RESOLUTION 2025-60

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, APPROVING THE APPLICATION OF EVERGREEN ASSOCIATES FOR A COMMERCIAL TAX CREDIT.

WHEREAS, The City of Frostburg developed a tax credit for the rehabilitation of commercial structures for the purpose of adaptive reuse of the structure; and,

WHEREAS, Evergreen Associates has submitted an application to the Community Development department that includes a detailed adaptive reuse plan, planned investment costs, the estimated planned value of the building at the completion of the project, as well as all other requirements set forth in Article 7, Section 7-4 of the City Ordinances; and,

WHEREAS, the Director of Community Development and the Director of Finance have reviewed and approved the application for tax credit.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland hereby approve Evergreen Associates application for the Rehabilitation of Commercial Structures tax credit in an amount not to exceed \$346,918.33 to begin on the July 1st after the project is completed and the use and occupancy permit has been issued.

ADOPTED, this 16th day of December, 2025.

Frostburg Mayor and Council

BY _____

Todd J. Logsdon, Mayor

Attest:

Patrick O'Brien, City Administrator

Description of Work		Total Cost	Requested Qualifying Investments for the Historic Tax Credit	
1 Planning/ Architectural		\$ 80,000.00	\$ 80,000.00	Architectural
2 Demo		\$ 35,000.00	\$ -	
3 Floor Systems		\$ 25,000.00	\$ -	
4 Interior Framing Systems		\$ 89,000.00	\$ -	
5 Roof framing system		\$ 10,000.00	\$ -	
6 Window And Door Systems		\$ 165,000.00	\$ 48,000.00	Exterior egress doors
7 Electrical/fire alarm Systems		\$ 155,000.00	\$ 45,000.00	Fire alarms system
8 Plumbing System		\$ 129,800.00	\$ 21,800.00	4" tap and water main to Sprinkler Connection
9 Hvac Systems		\$ 86,800.00	\$ -	
10 Sprinkler Systems		\$ 135,000.00	\$ 135,000.00	sprinkler
11 Roofing/Gutters		\$ 89,000.00	\$ -	
12 Insulation and Drywall		\$ 111,000.00	\$ -	
13 Exterior Veneer		\$ 35,000.00	\$ -	
14 Cabinetry and Countertop		\$ 95,000.00	\$ -	
15 Interior trim and stairs		\$ 30,000.00	\$ -	
16 Floor covering		\$ 63,400.00	\$ -	
17 Interior Finishing		\$ 125,000.00	\$ -	
18 Site improvements / ADA ramp/St		\$ 215,000.00	\$ 82,000.00	egress
19 Exterior trim		\$ 26,000.00	\$ -	improvements(Ada, ramp, steps)
20 General Conditions		\$ 135,750.00	\$ -	
TOTALS		\$ 1,835,750.00	\$ 411,800.00	

Cost w/o Planning/Architecture	\$ 1,755,750.00
Request w/o Planning/Architecture	\$ 331,800.00
% of Plannig/Architecture costs on Qualifying Investments	18.90%
18.9% of Planning/architecture	\$ 15,118.33
Total Qualyfing Investments	\$ 346,918.33

RESOLUTION 2025-61

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, AUTHORIZING A LETTER OF INTENT FOR THE DEVELOPMENT OF THE CENTER STREET PROJECT TO BE SIGNED.

WHEREAS, The City of Frostburg has pursued the Center Street Redevelopment Project over a period of several years, utilizing funding from Maryland Department of Housing and Community Development Strategic Demolition Funds and Allegany County Community Enhancement Program funds; and,

WHEREAS, in 2019 and 2020, the City acquired and razed eight residential rental properties with the vision of a mixed-use development featuring first floor commercial and office space, with upper story residential units designed to accommodate professionals working in the region and at Frostburg State University; and,

WHEREAS, the City granted Allegany Group a 120-day period for due diligence and project development; and,

WHEREAS, Allegany Group has indicated their continued interest in the project and has requested an extension.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland authorize the Mayor to sign a Letter of Intent with Allegany Group, granting the firm a 12-month extension period for due diligence and project development, with the intention to sell the property to Allegany Group within one year or less, subject to mutually agreeable terms and conditions.

ADOPTED, this 16th day of December, 2025.

Frostburg Mayor and Council

BY _____

Todd J. Logsdon, Mayor

Attest:

Patrick O'Brien, City Administrator

RESOLUTION 2025-62

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, AUTHORIZING THE CITY OF FROSTBURG TO APPLY FOR, ACCEPT, SIGN, AND EXECUTE GRANT AND LOAN AGREEMENTS FOR THE CSO ELIMINATION PROJECT, PHASE X-B.

WHEREAS, the City of Frostburg has undertaken a 20 year, over \$25 million commitment to eliminate Combined Sewer Overflows (CSO's); and,

WHEREAS, the City has contracted with SPECS Inc. for Phase X-B Engineering and have estimated the total cost to be approximately \$5,000,000.00; and,

WHEREAS, the Maryland Department of the Environment has developed and offered a funding package to support Phase X-B that includes \$1,798,000.00 in OSG Grant funds and a maximum of \$3,000,000 in SRF Loan and Loan Forgiveness.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland authorize the Mayor and/or the City Administrator to apply, accept, sign, and execute all agreements and documents related to the grant, loan, and loan forgiveness funding sources for Phase X-B.

ADOPTED, this 16th day of December, 2025.

Frostburg Mayor and Council

BY _____

Todd J. Logsdon, Mayor

Attest:

Patrick O'Brien, City Administrator

RESOLUTION 2025-63

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, AUTHORIZING THE CITY OF FROSTBURG TO APPLY FOR, ACCEPT, SIGN, AND EXECUTE GRANT AND LOAN AGREEMENTS FOR THE CSO ELIMINATION PROJECT, PHASE X-C.

WHEREAS, the City of Frostburg has undertaken a 20 year, over \$25 million commitment to eliminate Combined Sewer Overflows (CSO's); and,

WHEREAS, the City has contracted with SPECS Inc. for Phase X-C Engineering and have estimated the total cost to be approximately \$3,750,000.00; and,

WHEREAS, the Maryland Department of the Environment has developed and offered a funding package to support Phase X-C that includes \$558,660.00 in Supplemental Assistance Grant funds and a maximum of \$3,000,000.00 in SRF Loan and Loan Forgiveness.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland authorize the Mayor and/or the City Administrator to apply, accept, sign, and execute all agreements and documents related to the grant, loan, and loan forgiveness funding sources for Phase X-C.

ADOPTED, this 16th day of December, 2025.

Frostburg Mayor and Council

BY _____

Todd J. Logsdon, Mayor

Attest:

Patrick O'Brien, City Administrator

RESOLUTION 2025-64

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, AUTHORIZING THE EARLY TERMINATION OF A LAND LEASE AGREEMENT WITH THE BORDEN MINING COMPANY.

WHEREAS, The City of Frostburg owns and operates Glendening Park; and,

WHEREAS, Field 8, or Cougar Field, is used by the Frostburg Cougar Youth Football team, in which there are over 100 players and additional cheerleaders; and,

WHEREAS, the Cougar families have used the field across from Field 8 without written permission of the landowner, Borden Mining Company for several years; and,

WHEREAS, the City of Frostburg entered into a 5-year lease with Borden Mining Company for a 5-year term for approximately 2 acres to use for parking by the Cougar Youth Teams in the amount of \$5,000 per year.

WHEREAS, the City has since developed a plan for appropriate parking on City property; and,

WHEREAS, the Borden Mining Company has agreed to an early termination of the current land lease agreement.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland authorize the early termination of the land lease agreement with Borden Mining Company effective January 1, 2026.

ADOPTED, this 16th day of December, 2025.

Frostburg Mayor and Council

BY _____

Todd J. Logsdon, Mayor

Attest:

Patrick O'Brien, City Administrator

RESOLUTION 2025-65

A RESOLUTION OF THE CITY OF FROSTBURG, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND, CONFIRMING THE APPOINTMENT OF THE CITY ADMINISTRATOR UPON SUCCESSFUL COMPLETION OF THE PROBATIONARY PERIOD.

WHEREAS, the Mayor and City Council of Frostburg, Maryland appointed Patrick O'Brien to serve as City Administrator, subject to a probationary period, in accordance with the Frostburg City Charter and applicable personnel policies; and,

WHEREAS, Mr. O'Brien has served in the role of City Administrator since June 16, 2025, completing the required probationary period; and,

WHEREAS, during the probationary period, [Name] has carried out the duties and responsibilities of the office of City Administrator, overseeing the day-to-day operations of the City and working collaboratively with the Mayor, City Council, City staff, and the community; and,

WHEREAS, the Mayor and City Council have had the opportunity to evaluate Mr. O'Brien's performance during the probationary period and are satisfied that he has successfully met the expectations of the position.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Frostburg, Maryland confirm the appointment of Patrick O'Brien as City Administrator following the successful completion of the probationary period.

ADOPTED, this 16th day of December, 2025.

Frostburg Mayor and Council

BY _____

Todd J. Logsdon, Mayor

Attest:

Patrick O'Brien, City Administrator